

# **Local Maintaining Agency Web Application**

## **User Guide**

In 2008, DWR developed the Web Application to facilitate reporting of Local Maintaining Agencies (LMAs) on their levee maintenance activities as per California Water Code 9140-9141. Over the years, functionalities and features of the Web Application have been modified based on the LMA's feedback and DWR's need. In 2014, additional programs were integrated with this application and more are planned in the near future.

This user guide will act as a reference to LMAs on the Web Application. The guide can also be used to answer frequently asked questions.

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## Accessing LMA Web Application

Open <http://cdec.water.ca.gov/lma.html> in a Web browser and click [Local Maintaining Agency Annual Report \(LMA Web Application\)](#) to access the reporting program.

Department of Water Resources  
CALIFORNIA DATA EXCHANGE CENTER

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Local Maintaining Agency Annual Report Application

**Local Maintaining Agency Annual Report (Web Application)**

- » Web Application User Manual (PDF: 1MB)
- » Local Maintaining Agency Factsheet (PDF: 8.83MB)
- » Explanations for 'Part Reporting' (PDF: 17KB)
- » Instructions and Forms for Hardcopy Reporting
- » Reporting Example

Local Agency Reports are due to DWR by September 30 each year

More Information

- » Local Maintaining Agency Annual Report: Current **NEW** | Previous
- » California Water Code Section 9140-9141 (PDF: 13KB)
- » Sacramento River basin map (PDF: 4.6MB)
- » San Joaquin River basin map (PDF: 3.7MB)
- » Other River Systems (PDF: 3.2MB)
- » LMA Plate & Aerial Images of Sacramento/San Joaquin System
- » Flood System Inspection Reports

New Users/Existing Users Accounts

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STAY CONNECTED

A warning message appears if Java is not present; visit <http://www.java.com/> to download and install. Once Java is downloaded, the LMA Web Application launches and asks for a username and password. If you are a new user and need a user name and password or have used the LMA Web Application before but forgot your user name or password, contact the Local Maintaining Agency Assessment Section at [LMAAS\\_fpiib@water.ca.gov](mailto:LMAAS_fpiib@water.ca.gov) or (916) 574-2362.

Enter username and password to log onto Local Maintaining Agency (LMA) Web Application

Login

Welcome to Flood Project Integrity and Inspection Branch  
(Local Maintaining Agency Portal)

Please enter your username and password then press ok.

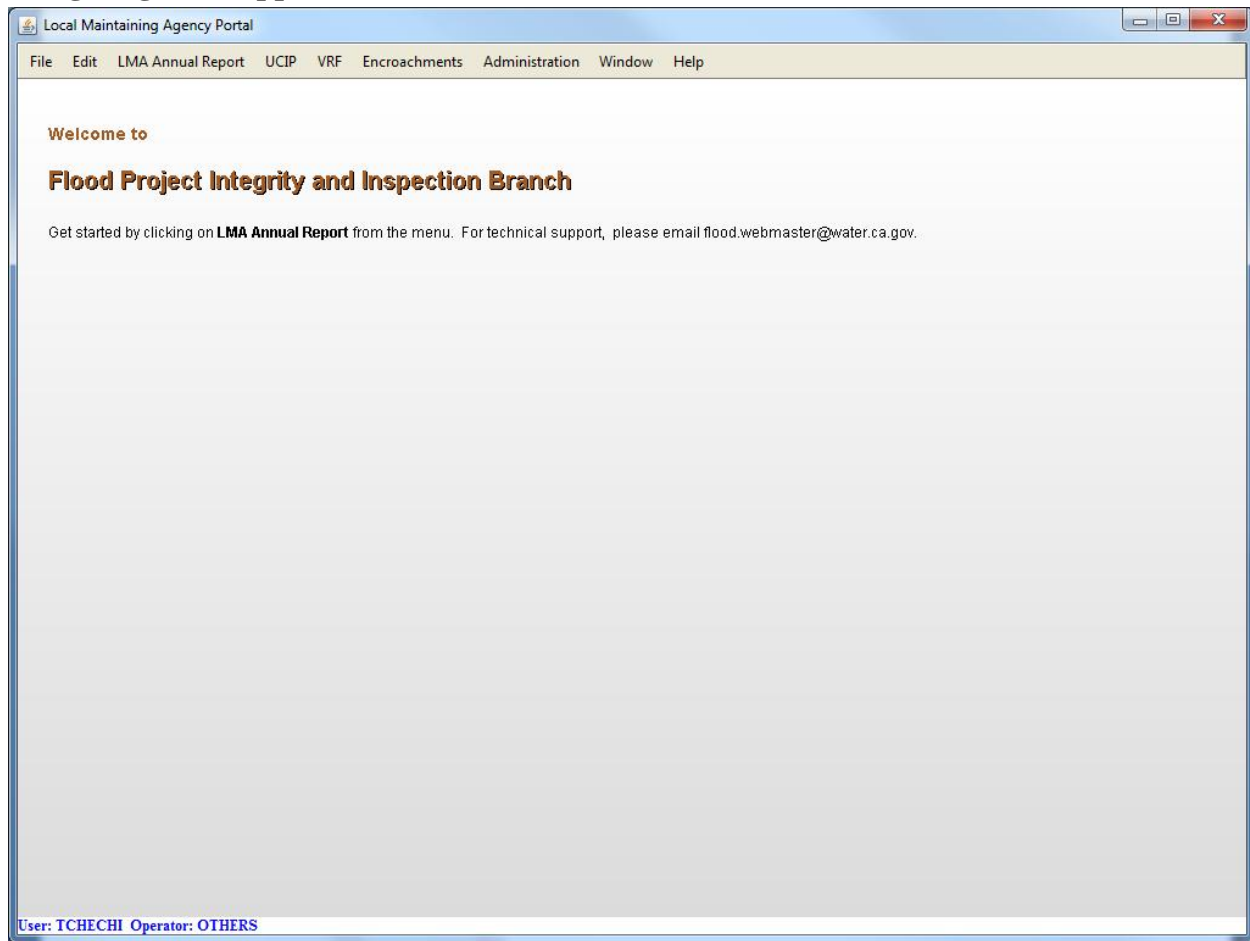
Username:

Password:

Ok Cancel

Tuesday, March 26, 2013 3:35:10 PM  
Copyright © 2000-2010 State of California  
Version 2.50 (Build 3.8b)

## Navigating Web Application Menu



After logging in, the Web Application window opens with a top menu bar. The three basic menus are *File*, *Window*, and *Help*. *Edit* and *LMA Annual Report* menus have the LMA reporting tools. *UCIP* menu has pipe inventory information. The remaining menus—*VRP*, *Encroachments* and *Administration*—are serving other related programs and LMAs are advised not to use them at this point.

## 1. Reporting for Local Maintaining Agency Annual Report (LMAAR)

*Contact Information*, *New Report*, *Print Report*, and *Edit Report* are contained in *Edit* and *LMA Annual Report* menus, and each one opens in its own subwindow. Subwindows behave much like standard application windows; they have corner buttons to minimize, maximize, restore, or close and can be tiled or cascaded using the *Window* menu.

### Contact Information

To add, edit, or delete a contact, click *Contact Information* under *LMA Annual Report* from the main menu. The following subwindow will appear:

The screenshot shows the 'Contact Information' subwindow for 'Butte County Public Works'. The window has a menu bar (File, Edit, LMA Annual Report, UCP, Delta, Administration, Window, Help) and a toolbar. The main area is divided into two panes. The left pane contains a 'Maintained Areas' dropdown menu, a 'Map Comment' checkbox, a 'View Summary' checkbox, an 'Add New Contact' checkbox, a 'Delete Contact' checkbox, and a 'Set Reporting Contact' checkbox. Below these is a 'Manager' field showing 'David Herfi'. The 'Contact Information' table lists contacts with columns: First Name, Initial, Last Name, Suffix, Contact/Personnel, Contact Type I, Contact Type II, and Call Sequence. The right pane shows a map of the area with labels for 'MILE 0.00 UNIT 1', 'MILE 0.00 UNIT 2', 'MILE 0.00 UNIT 3', 'MILE 0.00 UNIT 4', and 'MILE 0.00 UNIT 5'. Below the map is a legend and a scale bar.

First Name	Initial	Last Name	Suffix	Contact/Personnel	Contact Type I	Contact Type II	Call Sequence
David		Herfi		Manager	Mail Recipient	AD156 Recipient	ER6
Mike		Crump		Director	AD156 Recipient	Mail Recipient	
Andrea		Lowell		Engineer	Emergency Respon	Primary Contact	ER1
Stuart	T.	Edell		Manager	District Engineer	District Engineer	

Address Type	Address Line 1	Address Line 2	City	State	Zip Code
1 Mailing Address	7 County Center Drive		Oroville	CA	95965-33



Phone Type	Phone Number	Extension	Availability
1 Business Phone	(530) 538-7001		

Email Type	Email Address
1 Business Email	Dherfi@buttecounty.net

USER: TCHECH Operator: NONE SPECIFIED

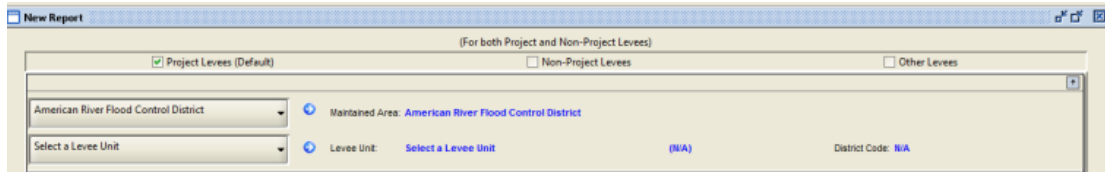
- To add contact, click ☐ **Add New Contact** and a new subwindow will appear. Select the appropriate information and click *Continue*. Add the address information and click *Add*. Keep clicking *Add* and *Continue* until you are done.
- To edit an existing contact, double click the name you want to edit

The screenshot shows the 'Contact Information' subwindow with the contact list table. The table has columns: First Name, Initial, Last Name, Suffix, Contact/Personnel, Contact Type I, Contact Type II, and Call Sequence. The first row is highlighted.

- and a new subwindow will appear. Use the arrow buttons   to find the information you want to edit. Make sure to click *Update* after editing the information.
- To delete a contact, select the name you want to delete by clicking and click ☐ **Delete Contact**. A warning will appear. If you are sure you want to delete, select *Yes* or else select *No*.

## Create Report

To create a new report, click *Submit New Report* under *LMA Annual Report* from the main menu. The following subwindow will appear:



The default of this report is set to Project Levee. However, if you are reporting for a Non-Project or other levees, please select the appropriate box at the top of the subwindow. Select the Maintained Area and Levee Unit from the pull down menus.

**NOTE:** Sometimes there might be confusion from LMAs as to whether the report should be entered under Part 1 or Part 2. Please remember, if the issue being reported “*might impair or compromise the level of flood protection*” report in Part 2 or else only report in Part 1. When in doubt, please report in both Part 1 and Part 2.

## Part 1

### Steps:

- a) Select *Part 1* →1
- b) Select a category/Item for which you want to report for →2
- c) Add description →3
- d) Select the time of reporting →4
- e) Describe the location (from Levee Mile xx to Levee Mile xx) →5
- f) Add latitude and longitude of the location if it is known →6
- g) Any additional comment that you would like to add →7
- h) The *Clear Form* checkbox causes all fields to reset after report submission; uncheck this box to preserve wording between reports →8
- i) Click *Submit Report* →9

Before you submit the report, you will be asked to select the name of the person who is submitting this report. Select your name and check the box ☐ **Set Reporting Contact** .

Repeat **steps 2** through **9** for multiple reports for Part 1.



## Part 2

### Steps:

- a) Select *Part 2* →1
- b) Select a category/Item for which you want to report for →2
- c) Add description →3
- d) Select the time of reporting →4
- e) Describe the location (from Levee Mile xx to Levee Mile xx) →5
- f) Add latitude and longitude of the location if it is known →6
- g) Any additional comment that you would like to add →7
- h) The *Clear Form* checkbox causes all fields to reset after report submission; uncheck this box to preserve wording between reports →8
- i) Click *submit report* →9

Repeat steps 2 through 9 for multiple reports for Part 2.

## Part 3

### Steps:

- a) Select *Part 3* and the following note will appear: →1
 

Response to Inspection Items/Corrective Action

Submit Maintenance for Part 3

  - i.
  - ii. If you would like to Response to Inspection Items listed by DWR Inspector in the previous inspection, click the first option and you will be directed to [Inspection Corrective Action Page](#). Any response made by the LMA will be directed to both LMAAR's Part 3 and Inspection program.
  - iii. If there is no update to inspection item listed by DWR Inspector, select the second option and fill out the form for Part 3.
- b) Select a category/Item for which you want to report for →2
- c) Another option to go back to [Inspection Corrective Action Page](#) →3
- d) Add Activity Description →4
- e) Select correct Previous Fiscal Year →5
- f) Describe the location (from Levee Mile xx to Levee Mile xx) →6
- g) Add latitude and longitude of the location if it is known →7
- h) Any additional comment that you would like to add →8
- i) The *Clear Form* checkbox causes all fields to reset after report submission; uncheck this box to preserve wording between reports →9
- j) Click *submit report* →10

Repeat steps 2 through 10 for multiple reports for Part 3.

## Part 4

### Steps:

- Select *Part 4* →1
- Select a category/Item for which you want to report for →2
- Add description →3
- Select the Current Fiscal Year (default) →4
- Describe the location (from Levee Mile xx to Levee Mile xx) →5
- Add latitude and longitude of the location if it is known →6
- Any additional comment that you would like to add →7
- The *Clear Form* checkbox causes all fields to reset after report submission; uncheck this box to preserve wording between reports →8
- Click *submit report* →9

Repeat **steps 2** through **9** for multiple reports for Part 4.

## Part 5

Local Maintaining Agency Annual Reporting Tools

File Edit LMA Annual Report UCBP Delta Administration Window Help

New Report

(For both Project and Non-Project Levees)

☒ Project Levees (Default) ☐ Non-Project Levees ☐ Other Levees

American River Flood Control District Maintained Area: American River Flood Control District

All Levee Units Levee Unit: All Levee Units (N/A) District Code: N/A

American River Flood Control District

☐ Part 1  
☐ Part 2  
☐ Part 3  
☐ Part 4  
☒ Part 5

2012 Report Part 5:  
Any other readily available information contained in the records of the local agency relevant to the condition or performance of the project levee, as determined by the department.  
1) Select the available information in the records of the local agencies.

Select a Category/Item

Information Description  
No information description.

Additional Comments  
No comments.

Action  
☐ View Submitted Report ☒ Clear Form

Submit Report

User: TCHECH Operator: NONE SPECIFIED

### Steps:

- Select *Part 5* →1
- Select a category/Item for which you want to report for →2
- Add description →3
- Any additional comment that you would like to add →4
- The *Clear Form* checkbox causes all fields to reset after report submission; uncheck this box to preserve wording between reports →5
- Click *submit report* →6

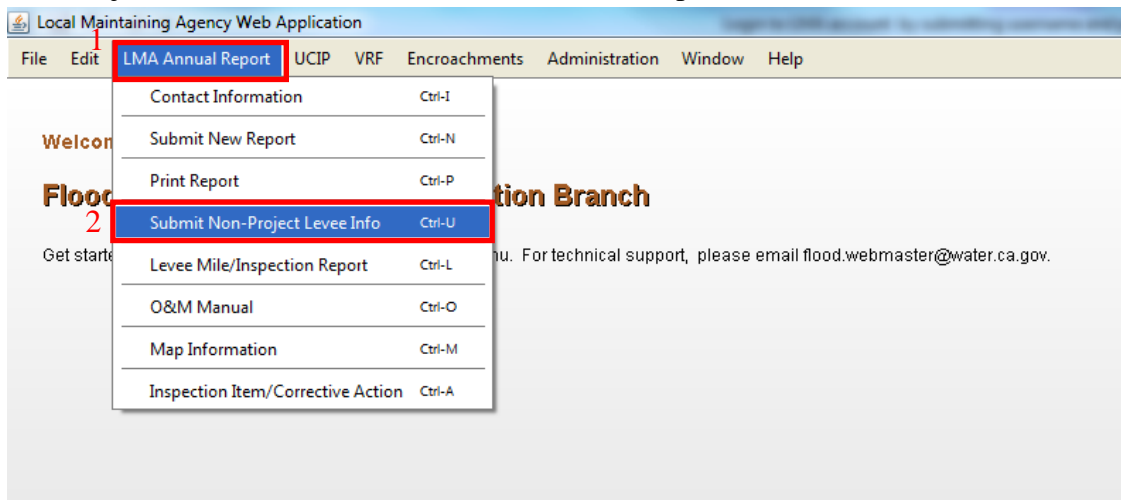
Repeat steps 2 through 6 for multiple reports for Part 5.

## Submission of Non-Project Levee Information

Select *LMA Annual Report* from the main menu →1

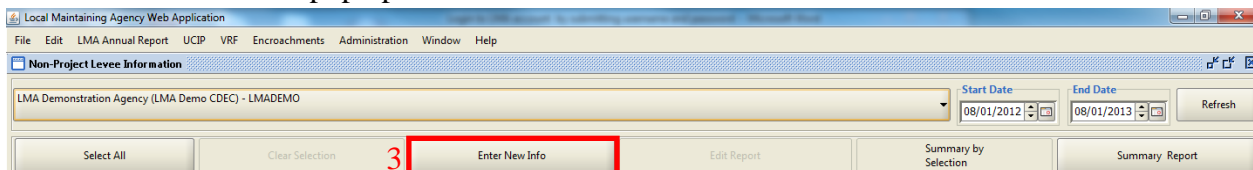
Select *Submit Non-Project Levee Info* →2

Non-Project Levee Information window will come up.



Click *Enter New Info* on the Non-Project Levee Information window. →3

A form will pop up.



Fill out the form and **click** the *submit* button when done. →4

If you need to edit the data you entered and submitted, **select** the entry you want to edit from the displayed entries in the *Non-Project Levee Information* window. →5

**Click** the *Edit Report* button →6

The filled out form will come up. Make changes and **click** *submit* button when done.

ID	Report	LMA Name	LMA S...	Levee ...	Levee Unit	Levee Mile	River MIL...	River MIL...	Other Lo...	Start Latit...	End Latitude	Start Longitude	End Longit...	Water B...	Bank Pr...	Area Protec...	Constructe...	Owned By	Maintained
10147/11/2013	Maintenance Area 0003	MA0003	This is a test	4.5	23	24				38.2	38.3	121.2	121.3	text	text	text	text	text	text

## Report for Non-Project levee units

The procedure for submitting the report for non-Project levee units remains the same as procedure for Project levees with additional two steps:

Check the *Non-Project Levee* box →1

Click *Select a Levee Unit* pull-down list to select the non-Project levee unit →2

Local Maintaining Agency Web Application

File Edit LMA Annual Report UCP VRF PI Data Administration Window Help

**New Report**

☐ Hardcopy Report ☐ Project Levees (Default) ☒ Non-Project Levees ☐ Other Levees

(For both Project and Non-Project Levees)

Reclamation District No. 1001 - Nicolaus Maintained Area: Reclamation District No. 1001 - Nicolaus

2 Select a Levee Unit Levee Unit: Select a Levee Unit (N/A) District Code: N/A

Select a Levee Unit

All Levee Units

Non-Project Unit No.01 Hanton Levee - LB

Non-Project Unit No.02 Jack Davis Levee - N/A

Non-Project Unit No.03 Alge Levee - N/A

Non-Project Unit No.04 Markham Levee - N/A

Non-Project Unit No.05 Ferry Levee - N/A

Non-Project Unit No.06 Shaltz Levee - N/A

Reclamation District No. 1001

User: TCHECH Operator: Others

## Print Report

To print reports, click *Print Report* under *LMA Annual Report* from the main menu. The following subwindow will appear:

Local Maintaining Agency Annual Reporting Tools

File Edit LMA Annual Report UCP Delta Administration Window Help

**Print Report**

American River Flood Control District All Part 1 Part 2 Part 3 Part 4 Part 5 Start Date 03/14/2012 End Date 06/14/2012 Filter Report

Clear Selection Select All Report By Date Report By Selection

Select	FIRST_...	LAST_...	REPO...	LEVEE_T...	AGENCY_NAME	MAINTAINED_NAME	UNIT_NAME	CATEGORY	DESCRIPTION	LOCATION	COMMENTS
--------	-----------	----------	---------	------------	-------------	-----------------	-----------	----------	-------------	----------	----------

Select the name of your agency. Make sure the date interval is correct to capture all the reports you want to print and click *Filter Report*. All reports you created within this selected time frame will appear.

Click *Select All* button to select all reports or manually select the reports you want to print by clicking *Report By Selection* button. The following subwindow will appear:

29 Selected Item(s) Detail Report (02/14/2011 00:00:00 to 06/14/2012 09:14:54)

Summary Report

2/14/2011 to 6/14/2012

**American River Flood Control District** 04/06/2011

Project Levees	Part 5	All Units	NA	Distress Information
Description:	No information description.			
Time:				
Location:				
	Latitude: Deg N	0.00	0.00	
	Longitude: Deg W	0.00	0.00	
	Levee Mile	0.00	0.00	
Comments:	No comments.			

Project Levees	Part 4	Unit No. 01 Arcade Creek	LB	Encroachment Control
Description:	No activity description.			
Time:	July 1, 2011 - June 30, 2012			

Page 1 of 15

*Save* and *Print* icons are located on the upper left corner of this subwindow.

**NOTE:** If direct printing option does not work, try *saving* as a pdf then print report from the newly created pdf file.



## Edit Report

To edit newly created report or to make a duplicate of an existing report to send it as a new report, click *Edit Report* under *Edit* from the main menu. The following subwindow will appear:

Select the name of your agency. Make sure the date interval is correct to capture all the reports you want to edit or make duplicates and click *Filter Report*. All the reports you created within this selected time frame will appear. To view submitted reports by part, check the appropriate part ☒ All ☐ Part 1 ☐ Part 2 ☐ Part 3 ☐ Part 4 ☐ Part 5 rather than *All* option (recommended to minimize confusion).

You can rearrange and turn on/off fields of the report. To rearrange a field, left click and hold the heading of the field you want to rearrange and move it to where you want it to be moved and release it. To turn on/off fields of the report, right click on the heading of any field and check on the fields you want to show and check off the fields you don't want to show.

Double click the report you want to edit or create a duplicate copy and a new subwindow will appear:

Make the appropriate changes and click *Submit Update* if you are trying to edit report or *Duplicate This Report* if you are trying to create a duplicate with minor changes.

If you have accidentally created a report, you can overwrite it by editing the report but you cannot delete it. If you need to delete a report, please contact us.

## 2. Reporting to Inspection

To report on inspection items noted by DWR Inspector, click *Inspection Item/Corrective Action* under *LMA Annual Report* from the main menu. The following subwindow will appear:

**NOTE:** This subwindow can also be accessed while reporting to LMAAR's Part 3. Ultimately, any respond made by the LMA on deficiency items will be routed to Inspection and LMA Assessment Sections' database.

### Inspection Deficiency Response

Steps:

- From the pull down menu, select your respond → 1
- Check *Summer Inspection* or *Winter Inspection* box → 2
- Check *Add Comments* box if you would like to provide comments (optional) → 3
- Select the item/s you want to submit your response by checking the box on the left side → 4
- Click *Submit Response* → 5
- Repeat steps 1 through 5 as many times as you want to different items listed by the DWR Inspectors.
- You can also add new issues by clicking on *Add New Issue* → 6

## Add New Issue

Once you click on *Add New Issue*, following subwindow will appear:

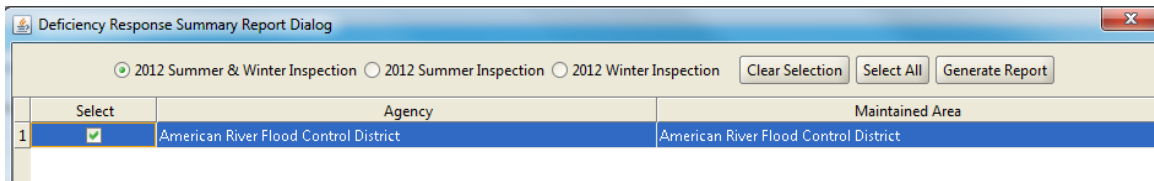
Steps:

- Click *New Issue* → 1
- Select *Inspection Category* → 2
- Select *Category Items* → 3
- Check location (*Land, Water, or Crown*) → 4
- Provide *Lat/Long or Levee Mile* → 5
- Provide comment about the issue (optional) → 6
- Select *Comments* → 7
- Select the *Rating* for the new issue → 8
- Select *Issue Type* → 9
- Click *Attach/Edit Photos* (optional) → 10
- Click *Save New Issue* → 11

You can add as many issues as you would like by repeating steps 1 through 11. Please note that any issue added by the LMA will be verified by the DWR Inspector before it can be added to the Inspection Report.

## Generate Report

LMA can generate reports by clicking on *Deficiency Response Report* button located on the bottom right side of the open subwindow. The following subwindow will open:



The screenshot shows a dialog box titled "Deficiency Response Summary Report Dialog". It features three radio buttons for inspection types: "2012 Summer & Winter Inspection" (selected), "2012 Summer Inspection", and "2012 Winter Inspection". To the right of these are three buttons: "Clear Selection", "Select All", and "Generate Report". Below the buttons is a table with three columns: "Select", "Agency", and "Maintained Area". The table contains one row with the index "1", a checked checkbox in the "Select" column, and the text "American River Flood Control District" in both the "Agency" and "Maintained Area" columns.

	Select	Agency	Maintained Area
1	<input checked="" type="checkbox"/>	American River Flood Control District	American River Flood Control District

Select Summer or Winter Inspection and then select the box on the left side of your agency name. Then click “Generate Report” button located on the upper right side. A report will be generated with all the responses and comments you submitted. It is recommended that LMA use this feature to save themselves a copy of their submission at least once a year.

### 3. Utility Crossing Inventory Program (UCIP) Inspection Records

Select the *UCIP* tab located on the top menu bar and then select *Submit/Modify Field Study Report*



This step will take you to main UCIP Screen. Here you can search for the LMA and update records. This screen shows MA0001 as an example.

The screenshot shows the 'Local Maintaining Agency Portal' window with the 'UCIP' menu selected. The 'Desk Study Summary' section displays 'Sutter Maintenance Yard (Maintenance Area 0001) - MA0001'. Below this, there is a table of utility crossings. The table has columns for 'Utility Type Abbr.', 'Utility Description', and 'No. Of Crossings'. The table lists four utility types: BLANK, GAS, IRR, and ELECT. The total crossing indicator found is 1, and the total utility crossings are 71.

Utility Type Abbr.	Utility Description	No. Of Crossings
1 BLANK	Pending Classification	15
2 GAS	Gas, Oil, Steam, Petroleum, or Chemical	6
3 IRR	Irrigation	32
4 ELECT	Electrical Power	2

Total Crossing Not Reported: 0      Total Crossing Found: 51      Total Crossing Indicator Found: 1      Total Crossing Not Found: 19      Total Utility Crossings: 71

Below the table, there is a section for 'Edit Report' with buttons for 'Clear Selection', 'Select All', 'Create New Crossing', 'Edit', 'View/Print Completed Form(s)', 'View/Print Form(s)', and 'Print Blank Form'.

Sele...	ID	Inspection Date	Repair Status	Photos	Field Confirmation	Sub-Unit	Levee Mile	Pipe Diameter WS	Pipe Diameter LS	Utility Type	Approx. Age...	Permit No.	Latitude	Longitude
<input type="checkbox"/>	16417	10/18/2012	None Selected		Not Found	1.1	0.06	0	0	ELECT	72	861	39.21409700	-122.00191000
<input type="checkbox"/>	16435	10/18/2012	None Selected		Not Found	1.1	0.65	2.5	2.5	DW	33	10524	39.21620600	-122.01198800
<input type="checkbox"/>	16434	10/18/2012	None Selected		Not Found	1.1	0.709	3	3				39.21668500	-122.01286800
<input type="checkbox"/>	17534	10/18/2012	None Selected		Not Found	1.1	0.71	8	8				39.21668500	-122.01286800
<input type="checkbox"/>	17535	10/18/2012	None Selected		Not Found	1.1	0.71	10	10				39.21668500	-122.01286800
<input type="checkbox"/>	16433	10/18/2012	No Action Needed	YES	Found	1.1	0.866	4	4	DW	14	2641	39.21765200	-122.01538100
<input type="checkbox"/>	16432	10/18/2012	No Action Needed	YES	Found	1.1	1.004	2	2	DW	51	3620	39.21899400	-122.01621700
<input type="checkbox"/>	16431	10/18/2012	Urgent	YES	Found	1.1	1.197	36	36	IRR	57	9401	39.22168500	-122.01572000

## View Records by Units

Make sure LMA name is correct → 1

Select Unit → 2

Local Maintaining Agency Portal

File Edit LMA Annual Report UCIP Administration Window Help

Desk Study Summary

1 Select A Local Maintaining Agency  
Sutter Maintenance Yard (Maintenance Area 0005) - MA0005

2 Unit  
Select a Levee Unit  
All Levee Units  
Unit No. 01 Butte Creek 1 - LB  
Unit No. 02 Butte Creek 1 - RB  
Unit No. 03 Little Chico Creek Diversion 1 - LB

Start Date: 04/17/ End Date: 05/17/ Filter/Refresh Report

**Sutter Maintenance Yard (Maintenance Area 0005) - MA0005**

Utility Type Abbr.	Utility Description	No. Of Crossings
1 BLANK	Pending Classification	
2 GAS	Gas, Oil, Steam, Petroleum, or Chemical	11
3 IRR	Irrigation	55
4 SS	Sewer-Wastewater	1

Total Crossing Not Reported: 0 Total Crossing Found: 101 Total Crossing Indicator Found: 15 Total Crossing Not Found: 29 Total Utility Crossings: 145

Edit Report

Clear Selection Select All Create New Crossing Edit View/Print Completed Form(s) View/Print Form(s) Print Blank Form

Select	ID	Inspection Date	Repair Status	Photos	Field Confirmation	Sub-Unit	Levee Mile	Pipe Diameter WS	Pipe Diameter LS	Utility Type	Approx. Age...	Permit No.	Latitude	Longitude
<input type="checkbox"/>	1726	10/30/2012	No Action Needed		Not Found	1.1	0	4	4	COM	29	13540	39.67815111	-121.77726280
<input type="checkbox"/>	1609	10/30/2012	No Action Needed	YES	Found	1.1	0.07	36	36	IRR	54		39.69662045	-121.77438510
<input type="checkbox"/>	1610	10/30/2012	No Action Needed	YES	Found	1.1	0.13	42	42	IRR	54		39.69600500	-121.77517800
<input type="checkbox"/>	1611	10/30/2012	No Action Needed	YES	Found	1.1	0.581	24	24	SD	54		39.69061212	-121.77723470
<input type="checkbox"/>	1748	10/30/2012	No Action Needed		Not Found	1.1	0.623	24	24		57		39.69008800	-121.77687300
<input type="checkbox"/>	1737	11/02/2012	No Action Needed	YES	Indicator Found	3.1	0.698	8	8	SS	8	17798	39.72628700	-121.78146500
<input type="checkbox"/>	1762	11/02/2012	Urgent		Not Found	3.1	1.446	2	2	GAS	16	16381	39.73294200	-121.77244500
<input type="checkbox"/>	1763	11/02/2012	No Action Needed		Not Found	3.1	1.446	12	12	DW	16	16381	39.73294200	-121.77244500
<input type="checkbox"/>	1612	10/30/2012	No Action Needed	YES	Found	1.1	1.455	30	30	SD	46	5174	39.67854640	-121.77715400
<input type="checkbox"/>	1613	10/30/2012	No Action Needed	YES	Found	1.1	1.484	7	7	GAS			39.67815100	-121.77726300
<input type="checkbox"/>	1640	10/30/2012	No Action Needed		Not Found	1.1	1.494	4	4	COM	27	13778	39.67799500	-121.77726300
<input type="checkbox"/>	1766	10/30/2012	No Action Needed	YES	Indicator Found	1.1	1.494	4	4	COM	46	5411	39.67799500	-121.77726300
<input type="checkbox"/>	1767	10/30/2012	No Action Needed	YES	Indicator Found	1.1	1.494	4	4	COM	46	5411	39.67799500	-121.77726300
<input type="checkbox"/>	1765	10/30/2012	No Action Needed	YES	Indicator Found	1.1	1.494	4	4	COM	46	5411	39.67799500	-121.77726300
<input type="checkbox"/>	1641	10/31/2012	No Action Needed	YES	Found	2.1	1.511	24	24	IRR	57		39.53304900	-121.85842000

User: OMAGANA Operator: OTHERS

Note: Once you select a unit, all the records for the unit will be listed below.

Select the Edit tab → 3

(In the Edit tab you will be able to make all the necessary changes to new inspections or to just update a comment)

Click on Levee Mile column to arrange crossings in order of levee mile. → 4

Local Maintaining Agency Portal

File Edit LMA Annual Report UCIP Administration Window Help

Desk Study Summary

Select A Local Maintaining Agency: Sutter Maintenance Yard (Maintenance Area 0005) - MA0005

Unit: Unit No. 01 Butte Creek 1 - LB

Start Date: 04/17/12 End Date: 05/17/12

Filter/Refresh Report

**Sutter Maintenance Yard (Maintenance Area 0005) - MA0005**

Utility Type Abbr.	Utility Description	No. Of Crossings
1 BLANK	Pending Classification	11
2 GAS	Gas, Oil, Steam, Petroleum, or Chemical	7
3 IRR	Irrigation	55
4 SS	Sewer-Wastewater	1

Total Crossing Not Reported: 0 Total Crossing Found: 101 Total Crossing Indicator Found: 15 Total Crossing Not Found: 29 Total Utility Crossings: 145

**Edit** Report

Clear Selection Select All Create New Crossing Edit View/Print Completed Form(s) View/Print Form(s) Print Blank Form

Select	ID	Inspection Date	Repair Status	Photos	Field Confirmation	Sub-Unit	Levee Mile	Pipe Diameter WS	Pipe Diameter LS	Utility Type	Approx. Age...	Permit No.	Latitude	Longitude
1	1726	10/30/2012	No Action Needed		Not Found	1.1	0	4	4	COM	29	13540	39.67815111	-121.77726280
2	1609	10/30/2012	No Action Needed	YES	Found	1.1	0.07	36	36	IRR	54		39.69662045	-121.77438510
3	1610	10/30/2012	No Action Needed	YES	Found	1.1	0.13	42	42	IRR	54		39.69600500	-121.77517800
4	1611	10/30/2012	No Action Needed	YES	Found	1.1	0.581	24	24	SD	54		39.69061212	-121.77723470
5	1748	10/30/2012	No Action Needed		Not Found	1.1	0.623	24	24		57		39.69008800	-121.77687300
6	1612	10/30/2012	No Action Needed	YES	Found	1.1	1.455	30	30	SD	46	5174	39.67854640	-121.77715400

To select multiple entries to review, Click-Hold and Drag to select multiple entries → 5

Local Maintaining Agency Portal

File Edit LMA Annual Report UCIP Administration Window Help

Desk Study Summary

Select A Local Maintaining Agency: Sutter Maintenance Yard (Maintenance Area 0005) - MA0005

Unit: Unit No. 01 Butte Creek 1 - LB

Start Date: 04/17/12 End Date: 05/17/12

Filter/Refresh Report

**Sutter Maintenance Yard (Maintenance Area 0005) - MA0005**

Utility Type Abbr.	Utility Description	No. Of Crossings
1 BLANK	Pending Classification	11
2 GAS	Gas, Oil, Steam, Petroleum, or Chemical	7
3 IRR	Irrigation	55
4 SS	Sewer-Wastewater	1

Total Crossing Not Reported: 0 Total Crossing Found: 101 Total Crossing Indicator Found: 15 Total Crossing Not Found: 29 Total Utility Crossings: 145

**Edit** Report

Clear Selection Select All Create New Crossing Edit View/Print Completed Form(s) View/Print Form(s) Print Blank Form

Select	ID	Inspection Date	Repair Status	Photos	Field Confirmation	Sub-Unit	Levee Mile	Pipe Diameter WS	Pipe Diameter LS	Utility Type	Approx. Age...	Permit No.	Latitude	Longitude
1	1726	10/30/2012	No Action Needed		Not Found	1.1	0	4	4	COM	29	13540	39.67815111	-121.77726280
2	1609	10/30/2012	No Action Needed	YES	Found	1.1	0.07	36	36	IRR	54		39.69662045	-121.77438510
3	1610	10/30/2012	No Action Needed	YES	Found	1.1	0.13	42	42	IRR	54		39.69600500	-121.77517800
4	1611	10/30/2012	No Action Needed	YES	Found	1.1	0.581	24	24	SD	54		39.69061212	-121.77723470
5	1748	10/30/2012	No Action Needed		Not Found	1.1	0.623	24	24		57		39.69008800	-121.77687300
6	1612	10/30/2012	No Action Needed	YES	Found	1.1	1.455	30	30	SD	46	5174	39.67854640	-121.77715400
7	1613	10/30/2012	No Action Needed	YES	Found	1.1	1.484	7	7	GAS			39.67815100	-121.77726300
8	1767	10/30/2012	No Action Needed	YES	Indicator Found	1.1	1.494	4	4	COM	46	5411	39.67799500	-121.77726300
9	1765	10/30/2012	No Action Needed	YES	Indicator Found	1.1	1.494	4	4	COM	46	5411	39.67799500	-121.77726300
10	1766	10/30/2012	No Action Needed	YES	Indicator Found	1.1	1.494	4	4	COM	46	5411	39.67799500	-121.77726300
11	1640	10/30/2012	No Action Needed		Not Found	1.1	1.494	4	4	COM	27	13778	39.67799500	-121.77726300
12	1614	10/30/2012	No Action Needed	YES	Found	1.1	2.853	36	36	IRR	54		39.66024600	-121.78501200

Click the Edit button to enter a new inspection report or edit existing inspection record for the utility crossing selected → 6

**Local Maintaining Agency Portal**

File Edit LMA Annual Report UCIP Administration Window Help

**Desk Study Summary**

Select A Local Maintaining Agency: Sutter Maintenance Yard (Maintenance Area 0005) - MA0005

Unit: Unit No. 01 Butte Creek 1 - LB

Start Date: 04/17/12 End Date: 05/17/12

Filter/Refresh Report

**Sutter Maintenance Yard (Maintenance Area 0005) - MA0005**

Utility Type Abbr.	Utility Description	No. Of Crossings
1 BLANK	Pending Classification	11
2 GAS	Gas,Oil,Steam, Petroleum, or Chemical	7
3 IRR	Irrigation	55
4 SS	Sewer-Wastewater	1

Total Crossing Not Reported: 0 Total Crossing Found: 101 Total Crossing Indicator Found: 15 Total Crossing Not Found: 29 Total Utility Crossings: 145

**Edit Report**

Clear Selection Select All Create New Crossing **Edit** View/Print Completed Form(s) View/Print Form(s) Print Blank Form

Sele...	ID	Inspection Date	Repair Status	Photos	Field Confirmation	Sub-Unit	Levee Mile	Pipe Diameter WS	Pipe Diameter LS	Utility Type	Approx. Age...	Permit No.	Latitude	Longitude
<input checked="" type="checkbox"/>	1726	10/30/2012	No Action Needed		Not Found	1.1	0	4	4	COM	29	13540	39.67815111	-121.77726280
<input checked="" type="checkbox"/>	1609	10/30/2012	No Action Needed	YES	Found	1.1	0.07	36	36	IRR	54		39.69662045	-121.77438510
<input checked="" type="checkbox"/>	1610	10/30/2012	No Action Needed	YES	Found	1.1	0.13	42	42	IRR	54		39.69600500	-121.77517800
<input checked="" type="checkbox"/>	1611	10/30/2012	No Action Needed	YES	Found	1.1	0.581	24	24	SD	54		39.69061212	-121.77723470
<input checked="" type="checkbox"/>	1748	10/30/2012	No Action Needed		Not Found	1.1	0.623	24	24		57		39.69008800	-121.77687300
<input checked="" type="checkbox"/>	1612	10/30/2012	No Action Needed	YES	Found	1.1	1.455	30	30	SD	46	5174	39.67854640	-121.77715400
<input checked="" type="checkbox"/>	1613	10/30/2012	No Action Needed	YES	Found	1.1	1.484	7	7	GAS			39.67815100	-121.77726300
<input checked="" type="checkbox"/>	1767	10/30/2012	No Action Needed	YES	Indicator Found	1.1	1.494	4	4	COM	46	5411	39.67799500	-121.77726300
<input checked="" type="checkbox"/>	1765	10/30/2012	No Action Needed	YES	Indicator Found	1.1	1.494	4	4	COM	46	5411	39.67799500	-121.77726300
<input checked="" type="checkbox"/>	1766	10/30/2012	No Action Needed	YES	Indicator Found	1.1	1.494	4	4	COM	46	5411	39.67799500	-121.77726300
<input type="checkbox"/>	1640	10/30/2012	No Action Needed		Not Found	1.1	1.494	4	4	COM	27	13778	39.67799500	-121.77726300
<input type="checkbox"/>	1614	10/30/2012	No Action Needed	YES	Found	1.1	2.853	36	36	IRR	54		39.66024600	-121.78501200
<input type="checkbox"/>	1615	10/30/2012	Non-Urgent	YES	Found	1.1	3.666	30	30	IRR	54		39.64952160	-121.78796450

**Note:** A small screen will pop up to confirm that you want to edit or view 10 crossings. (I would recommend updating 1 or 2 entries per time until you become familiar with the program.)

**Local Maintaining Agency Portal**

File Edit LMA Annual Report UCIP Administration Window Help

**Desk Study Summary**

Select A Local Maintaining Agency: Sutter Maintenance Yard (Maintenance Area 0005) - MA0005

Unit: Unit No. 01 Butte Creek 1 - LB

Start Date: 04/17/12 End Date: 05/17/12

Filter/Refresh Report

**Sutter Maintenance Yard (Maintenance Area 0005) - MA0005**

Utility Type Abbr.	Utility Description	No. Of Crossings
1 BLANK	Pending Classification	11
2 GAS	Gas,Oil,Steam, Petroleum, or Chemical	7
3 IRR	Irrigation	55
4 SS	Sewer-Wastewater	1

Total Crossing Not Reported: 0 Total Crossing Found: 101 Total Crossing Indicator Found: 15 Total Crossing Not Found: 29 Total Utility Crossings: 145

**Edit Report**

Clear Selection Select All Create New Crossing **Edit** View/Print Completed Form(s) View/Print Form(s) Print Blank Form

Sele...	ID	Inspection Date	Repair Status	Photos	Field Confirmation	Sub-Unit	Levee Mile	Pipe Diameter WS	Pipe Diameter LS	Utility Type	Approx. Age...	Permit No.	Latitude	Longitude
<input type="checkbox"/>	1773	10/30/2012	Non-Urgent	YES	Found					SD	60		39.57496400	-121.80781000
<input type="checkbox"/>	1633	10/30/2012	Non-Urgent	YES	Found					IRR	60		39.57059600	-121.81521500
<input type="checkbox"/>	1634	10/30/2012	No Action Needed	YES	Found					IRR	60		39.56852300	-121.81823200
<input type="checkbox"/>	1635	10/30/2012	Non-Urgent	YES	Found					SD	60		39.56255900	-121.82580770
<input type="checkbox"/>	1776	10/30/2012	No Action Needed	YES	Indicator Found					IRR			39.56207700	-121.82633400
<input type="checkbox"/>	1777	10/31/2012	No Action Needed	YES	Found	1.1	11.073	120	120	IRR	10	16667	39.56160100	-121.82681900

**Alert**

Are you sure you want to edit 10 records all at once?

Yes No

Click yes, 10 records will open up but you will only be able to edit 1 at a time.



The inspection sheet looks like this:

Sutter Maintenance Yard (MA0005) - Maintenance Area 0005 (Unit No. 02 Butte Creek 1)

## Utility Crossing Inventory and Evaluation Form

Record No: 1645

Completed by: George Wylie Crossing Status: ☒ Found ☐ Not Found ☐ Indicator Found Approx. Age (year): N/A Print

---

**Part I: Record Location**

LMA: Sutter Maintenance Yard (MA0005) - Maintenance Area 0...

Unit: Unit No. 02 Butte Creek 1

Date & Time: 10/31/2012

LM: 1.935

Latitude: 39.537455

Longitude: 121.853061

**Part II: Structure Type**

☐ COM (Communication Cables and Conduit) ☐ IIR (Irrigation)

☐ ELECT (Electrical Power) ☒ SD (Drainage - Storm Water)

☐ DW (Drinking Water - treated/untreated) ☐ SS (Sewer - Wastewater)

☐ GAS (Gas, Oil, Steam, Petroleum, Chemical) ☐ Other

Structure Type Update

**Part III: Permit Info**

Permit No: N/A

Parcel No (APN):

Date Issued: N/A

Issued To:

---

**Part IV: a. Field Structure Description**

36-inch corrugated metal pipe through the levee, 17.0 feet below the crown. Flap gate on the waterward end. Slide gate on LS toe. Concrete headwall at both toes.

**b. Previous Inspection Comment**

Vegetation needs to be cleared from outlet.

---

Crossing Details & Structure Findings & Evaluation Information

**Part V: Details (check one)**

☐ A. Desk Study ☒ C. Field Measured

☐ B. Field Estimate

C1. Circumference: 0 C2. Outside Diameter: 0

**Pipes (inches), Box Culverts (feet)**

Dia./Width WS(n): 36

Dia./Width LS(n): 36

**Pipe Material: (check one)**

☐ S ☒ CM ☐ PVC ☐ C ☐ A ☐ O

S - Steel, CM - Corrugated Material, PVC - Polyvinyl Chloride, C - Concrete, A - Aluminum, O - Other/Unknown

---

**Part VI: Structure Findings and Evaluation (refer to field manual for finding & methodology)**

**1. Pipe Section:**

☐ Buried ☐ Not accessible ☒ WS ☒ LS

☐ Unable to locate ☒ Visible

a. signs of Leaks: Please Click here to enter info...

1. Signs of subsidence of levee along pipe alignment, 2. Transversal cracks found on the crown directly along pipe alignment, 3. Cavity collapse along pipe alignment, 4. Discoloration of headwall, 5. Signs of excessive vegetation observed along alignment or around inlet/outlet, 6. Signs of excessive vegetation during dry month (non-wet months).

b. sloughing at inlet or outlet ☐ WS ☐ LS

c. pipe is not continuous (disconnect) ☐ WS ☐ LS

d. visible pits or cracks ☐ WS ☐ LS

e. visible holes present ☐ WS ☐ LS

f. damage to pipe support piles ☐ WS ☐ LS

g. damage to levee ☐ WS ☐ LS

h. significant pipe deformation ☐ WS ☐ LS

**Note:**

**2. Flap Gate:**

☐ None ☒ Visible ☒ WS ☐ LS

☐ Not accessible

a. gate missing ☐ WS ☐ LS

b. hinges or lid damage ☐ WS ☐ LS

c. gate will not fully close ☐ WS ☐ LS

d. leaks (holes present on collar, lid) ☐ WS ☐ LS

e. debris (veg/soil) blocking in/outlet ☐ WS ☐ LS

**3. Pump Station:**

☒ None ☐ Not found ☐ Not accessible ☐ Visible ☐ WS ☐ LS

Configuration: ☐ Open ☐ Slanted ☐ House ☐ Other

a. holes present ☐

b. no connection ☐

c. leaks (oil or water) ☐

d. missing parts (bolts, screws, or other) ☐

e. electrical controls ☐

**4. Positive Closure Device:**

☐ None ☒ Present ☐ WS ☒ LS

a. damaged ☐

b. missing ☐

**Note:**

**5. Headwall:**

☐ None ☒ present ☐ WS ☒ LS

a. cracked, tilting ☐

b. erosion around (soil lost) ☐

**Note:**

**6. Other Associated Structures (walkway, shed, bldg)**

Walkway ☒ None ☐ Present ☐ WS ☐ LS

Shed ☒ None ☐ Present ☐ WS ☐ LS

Building ☒ None ☐ Present ☐ WS ☐ LS

Other ☒ None ☐ Present ☐ WS ☐ LS

a. missing components ☐

b. poor structural condition ☐

**Note:**

**7. Siphon/Pressure Breaker/Air Vent**

Siphon ☒ None ☐ Present ☐ WS ☐ LS

Pressure Breaker ☒ None ☐ Present ☐ WS ☐ LS

Air Vent ☒ None ☐ Present ☐ WS ☐ LS

Other ☒ None ☐ Present ☐ WS ☐ LS

a. damaged ☐

b. obstructed ☐

c. leaks ☐

**Note:**

**8. Distribution Box or Stand Pipe**

Distribution Box ☒ None ☐ Present ☐ Not accessible ☐ WS ☐ LS

Stand Pipe ☒ None ☐ Present ☐ Not accessible ☐ WS ☐ LS

Other ☒ None ☐ Present ☐ Not accessible ☐ WS ☐ LS

a. damaged ☐

b. obstructed ☐

c. leaks ☐

**Note:**

---

**Part VII: Field Structure Description Update**

**Part VIII: Comments/Description**

Vegetation needs to be cleared from outlet.

---

Repair/Maintenance Priority

**Part IX: Repair/Maintenance Priority**

☐ Urgent ☒ Non-Urgent ☐ No Action Needed ☒ Use Historical Photos ☐ Use New Photos View/Edit Photos Apply Changes

Click on the arrow button to minimize section

Click on the arrow button to minimize section

Click on the arrow button to minimize section

## New Inspection-What needs to be filled out?

**General Information** (Updates to Part I, II, III, and IV). Under general information section, most of the information is preserved from the initial DWR UCIP Inspection and to create a new inspection follow these steps:

- a. **Click** the *Duplicate Current Inspection* box (this will preserve the information from the last inspection but will allow you to update any changes for current inspection)
- b. **Enter** Inspector's First Name and Last Name (inspector who completed inspection)
- c. If applicable, Update Crossing Status
- d. **Enter** Date of Utility Crossing Inspection (this will change every time a new inspection is performed)
- e. If Structure Type is incorrect updated here, if no changes leave as-is.

a. ☐ Duplicate Current Inspection

b. Completed by: George Wylie Crossing Status: ☒ Found ☐ Not Found ☐ Indicator Found Approx. Age (year): N/A Print

d. **Part I: Record Location**

LMA: Sutter Maintenance Yard (MA0005) - Maintenance Area 0...

Unit: Unit No. 02 Butte Creek 1

Date & Time: 10/31/2012

LM: 1.935

Latitude: 39.537455

Longitude: 121.853061

**Part II: Structure Type**

☐ COM (Communication Cables and Conduit) ☐ IIR (Irrigation)

☐ ELECT (Electrical Power) ☒ SD (Drainage - Storm Water)

☐ DW (Drinking Water - treated/untreated) ☐ SS (Sewer - Wastewater)

☐ GAS (Gas, Oil, Steam, Petroleum, Chemical) ☐ Other

Structure Type Update

**Part III: Permit Info**

Permit No: N/A

Parcel No (APN):

Date Issued: N/A

Issued To:

**Part IV: a. Field Structure Description**

36-inch corrugated metal pipe through the levee, 17.0 feet below the crown. Flap gate on the waterward end. Slide gate on LS toe. Concrete headwall at both toes.

**b. Previous Inspection Comment**

Vegetation needs to be cleared from outlet.

**Note:** Boxes in **green** are locked and can't be updated. If you need to change or update information please contact DWR UCIP FPIIBA Flood ([ucip\\_fpiiba@water.ca.gov](mailto:ucip_fpiiba@water.ca.gov)).

**Evaluation:** Under the evaluation section, the evaluation from the initial DWR UCIP Inspection is preserved here however; this section needs to be updated on every new inspection. The following steps will allow you to evaluate the crossing with every new inspection:

- f. Update Part V: Details, Pipes/Box Culverts, Pipe Material if applicable, if no changes are necessary leave as-is.
- g. Update Part VI

### 1. Pipe Section:

- 1.1. Pipe Section visible? In this example, pipe section was visible on waterward (WS) and landward side (LS).

For new inspection, if updates, **Check** items that apply

If no changes leave as-is.

- 1.2. Damage to levee crown or slopes along alignment of pipe section. Inspector must evaluate the pipe section during each inspection, if signs of leaks or damage to levee slopes are present, capture damage in this section. From visual observation, are there any signs of leaks?

If yes, **Click** all that apply. Add any notes relevant to pipe section.

If no, go to next section.

## **2. Flap Gate:**

- 2.1. Flap Gate present? In this example, gate was visible on waterward side (WS).

For new inspection, if updates, **Check** items that apply

If no changes leave as-is.

- 2.2. Damage to flap gate. Based on visual observation are there any damages to flap gate that prevent it from working properly.

If yes, **Click** all that apply.

If no, go to next section.

## **3. Pump Station:**

- 3.1. Pump station present? In this example, pump station is not present, therefore none was selected.

For new inspection, if updates, **Check** items that apply

If no changes leave as-is.

- 3.2. Damage to Pump Station. Based on visual observation are there any damages to pump station.

If yes, **Click** all that apply.

If no, go to next section.

## **4. Positive Closure Device:**

- 4.1. In this example, positive closure device is present on landward side (LS) see below.

For new inspection, if updates, **Check** items that apply

If no changes leave as-is.

- 4.2. Damage to positive closure device. Based on visual observation are there any damages to device.

If yes, **Click** all that apply.

If no, go to next section.

## **5. Headwall:**

- 5.1. In this example, headwall is present on landward side (LS) see below.

For new inspection, if updates, **Check** items that apply

If no changes leave as-is.

- 5.2. Damage to headwall. Based on visual observation are there any damages to headwall.

If yes, **Click** all that apply.

If no, go to next section.

## **6. Other Associated Structures (walkway, shed, bldg):**

- 6.1. In this example, no other structures were present.

For new inspection, if updates, **Check** items that apply

If no changes leave as-is.

- 6.2. Damage to other structures. Based on visual observation are there any damages to other structures that are associated to this crossing.

If yes, **Click** all that apply.

If no, go to next section.

## **7. Siphon/Pressure Breaker/Air Vent:**

- 7.1. In this example, no siphon/pressure breaker/air vent was present.

For new inspection, if updates, **Check** items that apply.

If no changes leave as-is.

- 7.2. Damage to siphon/pressure breaker/air vent. Based on visual observation are there any damages to the siphon/pressure breaker/air vent.

If yes, **Click** all that apply.

If no, go to next section.

## **8. Distribution Box or Stand Pipe:**

- 8.1. In this example, no distribution box or stand pipe was present.

For new inspection, if updates, **Check** items that apply.

If no changes leave as-is.

- 8.2. Damage to distribution box or stand pipe. Based on visual observation are there any damages to the siphon/pressure breaker/air vent.

If yes, **Click** all that apply.

If no, go to next section.

- h.** Update Part VII: Field Structure Description Update.

If there are any updates to the system description (as shown in Part IV a.) add to this box, if no changes leave blank.

- i.** Update Part VIII: Comments/Actions required.

Update comment, currently this box shows the comment made from previous inspection. "Vegetation Needs to be cleared from outlet" if item was corrected add comment specifying issue has been corrected. For example, if item was corrected enter "Vegetation has been cleared from outlet date on xx/xx/xx (date)"

Crossing Details & Structure Findings & Evaluation Information

**Part V: Details (check one)**

☐ A. Desk Study ☒ C. Field Measured

☐ B. Field Estimate C1. Circumference C2. Outside Diameter

☐ 0 ☐ 0

**Pipes (inches), Box Culverts (feet)**

Dia./Width WS(in): 36

Dia./Width LS(in): 36

**Pipe Material: (check one)**

☐ S ☒ CM ☐ PVC ☐ C ☐ A ☐ O

S - Steel, CM - Corrugated Material, PVC - Polyvinyl Chloride, C - Concrete, A - Aluminum, O - Other/Unknown

**Findings and Evaluation (refer to field manual methodology)**

**1. Pipe Section:**

☐ Buried ☐ Not accessible ☒ WS ☒ LS

☐ Unable to locate ☒ Visible

a. signs of Leaks: Please Click here to enter info

1. Signs of subsidence of levee along pipe alignment; 2. Transversal cracks found on the crown directly along pipe alignment; 3. Cavity collapse along pipe alignment; 4. Discoloration of headwall; 5. Signs of excessive vegetation observed along alignment or around inlet/outlet; 6. Signs of excessive vegetation during dry month(non-wet months).

b. sloughing at inlet or outlet ☐ WS ☐ LS

c. pipe is not continuous (disconnect) ☐ WS ☐ LS

d. visible pits or cracks ☐ WS ☐ LS

e. visible holes present ☐ WS ☐ LS

f. damage to pipe support piles ☐ WS ☐ LS

g. damage to levee ☐ WS ☐ LS

h. significant pipe deformation ☐ WS ☐ LS

**2. Flap Gate:**

☐ None ☒ Visible ☒ WS ☒ LS

☐ Not accessible

a. gate missing ☐ WS ☐ LS

b. hinges or lid damage ☐ WS ☐ LS

c. gate will not fully close ☐ WS ☐ LS

d. leaks(holes present on collar/lid) ☐ WS ☐ LS

e. debris(vag/soil) blocking in/outlet ☐ WS ☐ LS

**3. Pump Station:**

☒ None ☐ Not found ☐ Not accessible ☐ Visible ☐ WS ☐ LS

Configuration: ☐ Open ☐ Slanted ☐ House ☐ Other

a. holes present ☐

b. no connection ☐

c. leaks(oil or water) ☐

d. missing parts (bolts, screws, or other) ☐

e. electrical controls ☐

**4. Positive Closure Device:**

☐ None ☒ Present ☐ WS ☒ LS

a. damaged ☐

b. missing ☐

**5. Headwall:**

☐ None ☒ present ☐ WS ☒ LS

a. cracked, tilting ☐

b. erosion around (soil lost) ☐

**6. Other Associated Structures (walkway, shed, bldg):**

Walkway ☒ None ☐ Present ☐ WS ☐ LS

Shed ☒ None ☐ Present ☐ WS ☐ LS

Building ☒ None ☐ Present ☐ WS ☐ LS

Other ☒ None ☐ Present ☐ WS ☐ LS

a. missing components ☐

b. poor structural condition ☐

**7. Siphon/Pressure Breaker/Air Vent:**

Siphon ☒ None ☐ Present ☐ WS ☐ LS

Pressure Breaker ☒ None ☐ Present ☐ WS ☐ LS

Air Vent ☒ None ☐ Present ☐ WS ☐ LS

Other ☒ None ☐ Present ☐ WS ☐ LS

a. damaged ☐

b. obstructed ☐

c. leaks ☐

**8. Distribution Box or Stand Pipe:**

Distribution Box ☒ None ☐ Present ☐ Not accessible ☐ WS ☐ LS

Stand Pipe ☒ None ☐ Present ☐ Not accessible ☐ WS ☐ LS

Other ☒ None ☐ Present ☐ Not accessible ☐ WS ☐ LS

a. damaged ☐

b. obstructed ☐

c. leaks ☐

**Part VII: Field Structure Description Update**

**Part VIII: Comments/Description**

Vegetation needs to be cleared from outlet.

- j. **Repair/Maintenance Priority.** Under repair/maintenance priority section, the inspector will need to determine the urgency of this matter. The assessment made by field personnel will allow for the first triage by the LMA/MA to determine the condition of the crossing based on the field observation only.

1.1. **Select** 1 of the 3 choices.

**Urgent** – Any condition identified by the inspector that has the potential to threaten the integrity of the levee and is indicated by visual signs. This threat may be immediate or it may need further evaluation to determine its severity. It is left up to the inspector to determine whether or not the identified condition warrants this classification. However, a crossing that has been categorized as “Urgent” should be evaluated for corrective action within 30 calendar days and either repaired or made safe until a proper repair can be made.

Examples of identified conditions that may warrant the Urgent classification are as follows: Collapsed pipes, leaking pipe [signs of subsidence along pipe alignment, transversal cracks, cavity collapse (sink holes), excess vegetation observed along alignment or around inlet/outlet, and visible holes present on pipe walls], broken or inoperable slide gates, unmarked gas lines, severe erosion, or safety issues (such as unauthorized encroachments where levee slopes and crown have been compromised) .

**Non-Urgent** - Any condition identified by the inspector that does not appear to threaten the integrity of the levee, but needs repair or maintenance to return the utility to proper function or prevent further degradation.

Examples, of these non-urgent issues include dense vegetation blocking utility crossing inspection on the slopes or inlet/outlets, sedimentation blocking crossing or buried line due to sediment build up, deteriorating appurtenances, missing appurtenances, debris stockpiled or scattered within crossing vicinity, non-functional crossings that need attention regarding proper abandonment, or need follow up.

**No Action Necessary** - No issue identified by the inspector that would indicate a problem with the utility. No further action necessary as a result of this inspection. The “no action necessary” category is for utility crossing that do not fall under the Urgent or Non-Urgent category. The field visual inspection is very limited and further inspection using methods such as video, sonar, pressure test may be necessary to ensure pipe integrity.

### 1.2. *Select* Use Historical Photos or *Select* New Photos

If you need to add 1 or 2 photos to represent the corrected item use Historical Photos and add to the current list.

If you would like to delete all the historical photos and upload new photos select use New Photos.

1.3 **Click** on Apply Changes button to submit inspection report. DONE!!

Repair/Maintenance Priority

Part IX: Repair/Maintenance Priority

☐ Urgent ☒ Non-Urgent ☐ No Action Needed ☒ Use Historical Photos ☐ Use New Photos [View/Edit Photos](#) [Apply Changes](#)



## View Completed Records and Print Blank Form(s)

**Local Maintaining Agency Portal**

File Edit LMA Annual Report UCIP Administration Window Help

**Desk Study Summary**

Select A Local Maintaining Agency: Sutter Maintenance Yard (Maintenance Area 0005) - MA0005

Unit: Unit No. 01 Butte Creek 1 - LB

Start Date: 04/18/2010 End Date: 05/18/2013

Filter/Refresh Report

**Sutter Maintenance Yard (Maintenance Area 0005) - MA0005**

Utility Type Abbr.	Utility Description	No. Of Crossings
1 BLANK	Pending Classification	11
2 GAS	Gas, Oil, Steam, Petroleum, or Chemical	7
3 IRR	Irrigation	55
4 SS	Sewer-Wastewater	1

Total Crossing Not Reported: 0 Total Crossing Found: 101 Total Crossing Indicator Found: 15 Total Crossing Not Found: 29 Total Utility Crossings: 145

**Edit** **A** **B**

Clear Selection Select All Create New Crossing Edit View/Print Completed Form(s) Print Form(s) Print Blank Form

Select	ID	Inspection Date	Repair Status	Photos	Field Confirmation	Sub-Unit	Levee Mile	Pipe Diam...	Pipe Diam...	Utility ...	Approx. Age (...)	Permit No.	Latitude	Longitude
<input type="checkbox"/>	1619	10/30/2012	Urgent	YES	Indicator Found	1.1	3.966	6	6	GAS	43	6544A	39.6458460 -121.7851550	
<input type="checkbox"/>	1637	10/31/2012	Urgent	YES	Found	1.1	11.959	30	30	SD	60		39.5517570 -121.8372515	
<input type="checkbox"/>	1615	10/30/2012	Non-Urgent	YES	Found	1.1	3.666	30	30	IRR	54		39.6495216 -121.7879645	

### A. View/Print Completed Form(s)

Select Record(s) to print completed inspection reports, Click View/Print Completed Form(s), see Figure A for sample of completed form.

### B. Print Blank Form

Print blank inspection form, Click Print Blank Form, see Figure B for sample of blank form.

## View Detail & Summary Reports

**Local Maintaining Agency Portal**

File Edit LMA Annual Report UCIP Administration Window Help

**Desk Study Summary**

Select A Local Maintaining Agency: Sutter Maintenance Yard (Maintenance Area 0005) - MA0005

Unit: Unit No. 01 Butte Creek 1 - LB

Start Date: 04/18/2010 End Date: 05/18/2013

Filter/Refresh Report

**Sutter Maintenance Yard (Maintenance Area 0005) - MA0005**

Utility Type Abbr.	Utility Description	No. Of Crossings
1 BLANK	Pending Classification	11
2 GAS	Gas, Oil, Steam, Petroleum, or Chemical	7
3 IRR	Irrigation	55
4 SS	Sewer-Wastewater	1

Total Crossing Not Reported: 0 Total Crossing Found: 101 Total Crossing Indicator Found: 15 Total Crossing Not Found: 29 Total Utility Crossings: 145

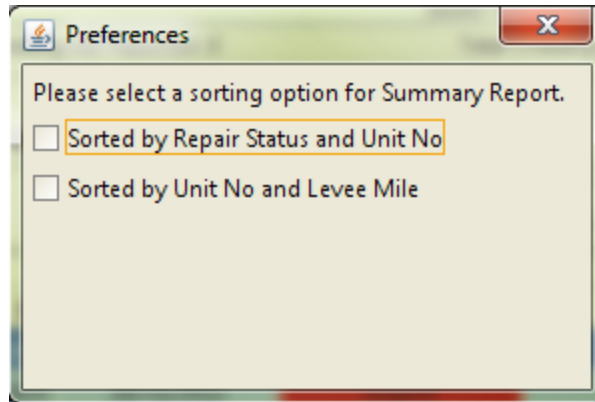
**Edit** **Report** **C** **E** **D**

Set Preference Generate Detail Report Generate Summary Report Create CSV File Create GPS File

Select	ID	Inspection Date	Repair Status	Photos	Field Confirmation	Sub-Unit	Levee Mile	Pipe Diam...	Pipe Diam...	Utility ...	Approx. Age (...)	Permit No.	Latitude	Longitude
<input type="checkbox"/>	1619	10/30/2012	Urgent	YES	Indicator Found	1.1	3.966	6	6	GAS	43	6544A	39.6458460 -121.7851550	
<input type="checkbox"/>	1637	10/31/2012	Urgent	YES	Found	1.1	11.959	30	30	SD	60		39.5517570 -121.8372515	
<input type="checkbox"/>	1615	10/30/2012	Non-Urgent	YES	Found	1.1	3.666	30	30	IRR	54		39.6495216 -121.7879645	
<input type="checkbox"/>	1768	10/30/2012	Non-Urgent	YES	Found	1.1	5.65	36	36	SD	55		39.6245590 -121.7721410	
<input type="checkbox"/>	1620	10/30/2012	Non-Urgent	YES	Found	1.1	5.65	36	36	SD	55		39.6245590 -121.7721410	
<input type="checkbox"/>	1628	10/30/2012	Non-Urgent	YES	Found	1.1	7.7	24	24	SD	60		39.5977250 -121.7872570	

Once the inspection sheets are completed and you need to print out summary reports and crossing detailed sheets, follow these steps.

- C.** Click on Set Preference, Select how you would like to see the Summary Report by Repair Status and Unit No. or by Unit No and Levee Mile



- D.** Click on Generate Summary Report; see Figure C1 for sample of Summary Report by Repair Status and Unit No. See Figure C2 for sample of Summary Report by Unit No and Levee Mile.
- E.** To view Detail Report, **Select** crossing(s) and **Click** Generate Detailed Report, see **Figure D** for sample of Detailed Report.

**Figure A. Sample of completed utility crossing inventory form (these forms can be used to complete next inspection).**

Field Study Report		
Sutter Maintenance Yard (MA0005) - Maintenance Area 0005 (Unit No. 01 Butte Creek 1)		
<input type="checkbox"/> Duplicate Current Inspection <b>Utility Crossing Inventory and Evaluation Form</b>		Record No: 1619
Completed by: George Wylie	Crossing Status: <input type="checkbox"/> Found <input type="checkbox"/> Not Found <input checked="" type="checkbox"/> Indicator Found	Approx. Age (year): 43
		Print
<b>Part I: Record Location</b> LMA: Sutter Maintenance Yard (MA0005) - Maintenance Area 0... Unit: Unit No. 01 Butte Creek 1 Date & Time: 10/30/2012 LM: 3.966 Latitude: 39.645846 Longitude: 121.785155	<b>Part II: Structure Type</b> <input type="checkbox"/> COM (Communication Cables and Conduit) <input type="checkbox"/> IIR (Irrigation) <input type="checkbox"/> ELECT (Electrical Power) <input type="checkbox"/> SD (Drainage - Storm Water) <input type="checkbox"/> DW (Drinking Water - treated/untreated) <input type="checkbox"/> SS (Sewer - Wastewater) <input checked="" type="checkbox"/> GAS (Gas, Oil, Steam, Petroleum, Chemical) <input type="checkbox"/> Other Structure Type Update	<b>Part III: Permit Info</b> Permit No: 6544A Parcel No (APN): Date Issued: 02/06/1970 Issued To:
<b>Part IV: a. Field Structure Description</b> 6-inch concrete encased high pressure steel gas line through the levee, 4.0 feet below the crown. 8-inch diameter PG&E gas access manhole located on south side of road 250-feet east of levee crown. (Permit No. 6544A)		<b>b. Previous Inspection Comment</b> Pipeline should be marked where pipe crosses levee as it is 4-feet below the surface.
<b>Crossing Details &amp; Structure Findings &amp; Evaluation Information</b>		
<b>Part V: Details (check one)</b> <input checked="" type="checkbox"/> A. Desk Study <input type="checkbox"/> C. Field Measured <input type="checkbox"/> B. Field Estimate C1. Circumference C2. Outside Diameter	<b>Pipes (inches), Box Culverts (feet)</b> Dia./Width WS(in): 6 Dia./Width LS(in): 6	<b>Pipe Material: (check one)</b> <input checked="" type="checkbox"/> S <input type="checkbox"/> CM <input type="checkbox"/> PVC <input type="checkbox"/> C <input type="checkbox"/> A <input type="checkbox"/> O <small>S - Steel, CM - Casted Material, PVC - Polyvinyl Chloride, C - Concrete, A - Aluminum, O - Other/Unknown</small>
<b>Part VI: Structure Findings and Evaluation (refer to field manual for finding &amp; methodology)</b>		
<b>1. Pipe Section:</b> <input checked="" type="checkbox"/> Buried <input type="checkbox"/> Not accessible <input type="checkbox"/> WS <input type="checkbox"/> LS <input type="checkbox"/> Unable to locate <input type="checkbox"/> Visible a. signs of Leaks: Please Click here to enter info 1. Signs of subsidence of levee along pipe alignment; 2. Transversal cracks found on the crown directly along pipe alignment; 3. Cavity collapse along pipe alignment; 4. Discoloration of headwall; 5. Signs of excessive vegetation observed along alignment or around inlet/outlet; 6. Signs of excessive vegetation during dry month(non-wet months). b. sloughing at inlet or outlet <input type="checkbox"/> WS <input type="checkbox"/> LS c. pipe is not continuous (disconnect) <input type="checkbox"/> WS <input type="checkbox"/> LS d. visible pits or cracks <input type="checkbox"/> WS <input type="checkbox"/> LS e. visible holes present <input type="checkbox"/> WS <input type="checkbox"/> LS f. damage to pipe support piles <input type="checkbox"/> WS <input type="checkbox"/> LS g. damage to levee <input type="checkbox"/> WS <input type="checkbox"/> LS h. significant pipe deformation <input type="checkbox"/> WS <input type="checkbox"/> LS Note:	<b>2. Flap Gate:</b> <input checked="" type="checkbox"/> None <input type="checkbox"/> Visible <input type="checkbox"/> WS <input type="checkbox"/> LS <input type="checkbox"/> Not accessible a. gate missing <input type="checkbox"/> WS <input type="checkbox"/> LS b. hinges or lid damage <input type="checkbox"/> WS <input type="checkbox"/> LS c. gate will not fully close <input type="checkbox"/> WS <input type="checkbox"/> LS d. leaks (holes present on collar, lid) <input type="checkbox"/> WS <input type="checkbox"/> LS e. debris (veg/sol) blocking in/outlet <input type="checkbox"/> WS <input type="checkbox"/> LS <b>4. Positive Closure Device:</b> <input checked="" type="checkbox"/> None <input type="checkbox"/> Present <input type="checkbox"/> WS <input type="checkbox"/> LS a. damaged <input type="checkbox"/> b. missing <input type="checkbox"/> Note:	<b>3. Pump Station:</b> <input checked="" type="checkbox"/> None <input type="checkbox"/> Not found <input type="checkbox"/> Not accessible <input type="checkbox"/> Visible <input type="checkbox"/> WS <input type="checkbox"/> LS Configuration: <input type="checkbox"/> Open <input type="checkbox"/> Slanted <input type="checkbox"/> House <input type="checkbox"/> Other a. holes present <input type="checkbox"/> b. no connection <input type="checkbox"/> c. leaks (oil or water) <input type="checkbox"/> d. missing parts (bolts, screws, or other) <input type="checkbox"/> e. electrical controls <input type="checkbox"/> <b>5. Headwall:</b> <input checked="" type="checkbox"/> None <input type="checkbox"/> present <input type="checkbox"/> WS <input type="checkbox"/> LS a. cracked, tilting <input type="checkbox"/> b. erosion around (soil lost) <input type="checkbox"/> Note:
<b>6. Other Associated Structures (walkway, shed, bldg)</b> Walkway <input checked="" type="checkbox"/> None <input type="checkbox"/> Present <input type="checkbox"/> WS <input type="checkbox"/> LS Shed <input checked="" type="checkbox"/> None <input type="checkbox"/> Present <input type="checkbox"/> WS <input type="checkbox"/> LS Building <input checked="" type="checkbox"/> None <input type="checkbox"/> Present <input type="checkbox"/> WS <input type="checkbox"/> LS Other <input checked="" type="checkbox"/> None <input type="checkbox"/> Present <input type="checkbox"/> WS <input type="checkbox"/> LS a. missing components <input type="checkbox"/> b. poor structural condition <input type="checkbox"/> Note:	<b>7. Siphon/Pressure Breaker/Air Vent</b> Siphon <input checked="" type="checkbox"/> None <input type="checkbox"/> Present <input type="checkbox"/> WS <input type="checkbox"/> LS Pressure Breaker <input checked="" type="checkbox"/> None <input type="checkbox"/> Present <input type="checkbox"/> WS <input type="checkbox"/> LS Air Vent <input checked="" type="checkbox"/> None <input type="checkbox"/> Present <input type="checkbox"/> WS <input type="checkbox"/> LS Other <input checked="" type="checkbox"/> None <input type="checkbox"/> Present <input type="checkbox"/> WS <input type="checkbox"/> LS a. damaged <input type="checkbox"/> b. obstructed <input type="checkbox"/> c. leaks <input type="checkbox"/> Note:	<b>8. Distribution Box or Stand Pipe</b> Distribution Box <input checked="" type="checkbox"/> None <input type="checkbox"/> Present <input type="checkbox"/> Not accessible <input type="checkbox"/> WS <input type="checkbox"/> LS Stand Pipe <input checked="" type="checkbox"/> None <input type="checkbox"/> Present <input type="checkbox"/> Not accessible <input type="checkbox"/> WS <input type="checkbox"/> LS Other <input checked="" type="checkbox"/> None <input type="checkbox"/> Present <input type="checkbox"/> Not accessible <input type="checkbox"/> WS <input type="checkbox"/> LS a. damaged <input type="checkbox"/> b. obstructed <input type="checkbox"/> c. leaks <input type="checkbox"/> Note:
<b>Part VII: Field Structure Description Update</b>		<b>Part VIII: Comments/Description</b> Pipeline should be marked where pipe crosses levee as it is 4-feet below the surface.
<b>Repair/Maintenance Priority</b> <b>Part IX: Repair/Maintenance Priority</b> <input checked="" type="checkbox"/> Urgent <input type="checkbox"/> Non-Urgent <input type="checkbox"/> No Action Needed <input checked="" type="checkbox"/> Use Historical Photos <input type="checkbox"/> Use New Photos View/Edit Photos Apply Changes		

Figure B. Sample of Blank Utility Crossing Inventory and Evaluation Form.

Utility Crossing Inventory and Evaluation Form			
Completed by: _____		Crossing Status: <input type="checkbox"/> Found <input type="checkbox"/> Not Found <input type="checkbox"/> Indicator Found	
		Approx. Age (year): _____	
<b>Part I: Record Location</b>		<b>Part II: Structure Type</b>	
LMA: <u>Sutter Maintenance Yard - MA0005- (Maintenance Area 0005)</u>  Unit: <u>Unit No. 01 Butte Creek 1</u>  Date & Time: _____ HLM: (HLM - High/Low Level Mile) _____ Latitude: _____ Longitude: _____		<input type="checkbox"/> IRR Irrigation <input type="checkbox"/> SD Drainage <input type="checkbox"/> GAS Gas-Oil-Steam or Chemical <input type="checkbox"/> SS Sewer-Wastewater <input type="checkbox"/> COM Communication Cables and Conduits <input type="checkbox"/> ELECT Electrical Power <input type="checkbox"/> DW Drinking Water (treated/untreated) <input type="checkbox"/> OTHER Other	
		Permit No: _____ Parcel No: _____ Date Issued: _____ Issued To: _____	
<b>Part IV: Historical Structure Description</b>			
<b>Part V: Details</b>			
Size based on (check one) C. <input type="checkbox"/> Field Measured			
A. <input type="checkbox"/> Desk Study C1. C(2"PI) = _____ C2. D(od)=0.3142"V _____ B. <input type="checkbox"/> Field Estimate C - Circumference, R - radius, D(od)=Outside diameter		Pipe Diameter: _____ (Pipes(Inch), Box Culverts(Feet))	
		Pipe Material: S CM PVC C A O <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
		S-Steel, CM-Corrugated Metal/PVC-Polyvinyl Chloride, C-Concrete, A-Aluminum, O-Other	
<b>Part VI: Structure Findings and Evaluation</b> (check to find material for entry & evaluation methodology)			
<b>1. Pipe Section:</b> <input type="checkbox"/> buried <input type="checkbox"/> not accessible WS LS <input type="checkbox"/> unable to locate <input type="checkbox"/> visible(WS,LS,Both) <input type="checkbox"/> <input type="checkbox"/>  <b>a. signs of leaks *</b> <input type="checkbox"/> <input type="checkbox"/> <small>*Signs of leaks or excessive moisture near pipe crossing include all of the following or a combination of 1. signs of subsidence of levee along pipe alignment, 2. transverse cracks found on the crown (directly along pipe alignment), 3. cavity collapse along pipe alignment, 4. discoloration of headwall, 5. signs of excessive vegetation observed along alignment or around inlet/outlet, and 6. signs of excessive vegetation during dry months(non wet months)</small>  <b>b. sloughing at inlet or outlet</b> <input type="checkbox"/> <input type="checkbox"/> <b>c. pipe is not continuous(disconnect)</b> <input type="checkbox"/> <input type="checkbox"/> <b>d. visible pits or cracks</b> <input type="checkbox"/> <input type="checkbox"/> <b>e. visible holes present</b> <input type="checkbox"/> <input type="checkbox"/> <b>f. damage to pipe support piles</b> <input type="checkbox"/> <input type="checkbox"/> <b>g. damage to levee</b> <input type="checkbox"/> <input type="checkbox"/> <small>(pipe damaged (into hole) (not observed)</small> <b>h. significant pipe deformation</b> <input type="checkbox"/> <input type="checkbox"/>  Note: _____ _____ _____		<b>2. Flap Gate:</b> <input type="checkbox"/> none <input type="checkbox"/> visible WS LS <input type="checkbox"/> not accessible <input type="checkbox"/> <input type="checkbox"/> <b>a. gate missing</b> <input type="checkbox"/> <input type="checkbox"/> <b>b. hinges or lid damage</b> <input type="checkbox"/> <input type="checkbox"/> <b>c. gate will not fully close</b> <input type="checkbox"/> <input type="checkbox"/> <b>d. leaks (holes present on collar, lid)</b> <input type="checkbox"/> <input type="checkbox"/> <b>e. debris (veg/sol) blocking in/outlet</b> <input type="checkbox"/> <input type="checkbox"/>  <b>4. Positive Closure Device:</b> WS LS <small>(manual Gate Valve)</small> <input type="checkbox"/> none <input type="checkbox"/> present <input type="checkbox"/> <input type="checkbox"/> <b>a. damaged</b> <input type="checkbox"/> <input type="checkbox"/> <b>b. missing</b> <input type="checkbox"/> <input type="checkbox"/> Note: _____ _____ _____	
<b>6. Other Associated Structures (walkway, shed, bldg)</b> WS LS <input type="checkbox"/> none <input type="checkbox"/> present <input type="checkbox"/> <input type="checkbox"/> <b>a. missing components</b> <input type="checkbox"/> <input type="checkbox"/> <b>b. poor structural condition</b> <input type="checkbox"/> <input type="checkbox"/> Note: _____ _____ _____		<b>7. Siphon/Pressure Breaker/Air Vent</b> WS LS <input type="checkbox"/> none <input type="checkbox"/> present <input type="checkbox"/> <input type="checkbox"/> <b>a. damaged</b> <input type="checkbox"/> <input type="checkbox"/> <b>b. obstructed</b> <input type="checkbox"/> <input type="checkbox"/> <b>c. leaks</b> <input type="checkbox"/> <input type="checkbox"/> Note: _____ _____ _____	
		<b>3. Pump Station:</b> <input type="checkbox"/> none <input type="checkbox"/> not accessible WS LS <input type="checkbox"/> not found <input type="checkbox"/> visible <input type="checkbox"/> <input type="checkbox"/> Configuration: <input type="checkbox"/> open <input type="checkbox"/> slanted <input type="checkbox"/> house <input type="checkbox"/> other <b>a. holes present</b> <input type="checkbox"/> <input type="checkbox"/> <b>b. no connection</b> <input type="checkbox"/> <input type="checkbox"/> <b>c. leaks (oil or water)</b> <input type="checkbox"/> <input type="checkbox"/> <b>d. missing parts (nuts, screws, or other)</b> <input type="checkbox"/> <input type="checkbox"/> <b>e. electrical controls</b> <input type="checkbox"/> <input type="checkbox"/>  <b>5. Headwall:</b> WS LS <input type="checkbox"/> none <input type="checkbox"/> present <input type="checkbox"/> <input type="checkbox"/> <b>a. cracked, tilting</b> <input type="checkbox"/> <input type="checkbox"/> <b>b. erosion around (soil lost)</b> <input type="checkbox"/> <input type="checkbox"/> Note: _____ _____ _____	
		<b>8. Distribution Box or Stand Pipe:</b> WS LS <input type="checkbox"/> none <input type="checkbox"/> not accessible <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> present <input type="checkbox"/> <input type="checkbox"/> <b>a. damaged</b> <input type="checkbox"/> <input type="checkbox"/> <b>b. obstructed</b> <input type="checkbox"/> <input type="checkbox"/> <b>c. leaks</b> <input type="checkbox"/> <input type="checkbox"/> Note: _____ _____ _____	
<b>Part VII: Field Structure Description</b>			
<b>Part VIII: Comments/Description</b>			
Photos Attached <input type="checkbox"/> Sketch Attached <input type="checkbox"/>			
<b>Part IX: Repair Priority</b>			
RED: URGENT <input type="checkbox"/> YELLOW: NON-URGENT <input type="checkbox"/> GREEN: NO ACTION NEEDED <input type="checkbox"/>			
04/18/2013 4:47 PM      Record No: 1619      Developed by Dept. of Water Resources      Page 1 of 1			

**Figure C1. Sample of Summary Report sorted by Repair Status and Unit No.**

Department of Water Resource Division of Flood Management				Utility Crossing Summary Report							Flood Project Integrity and Inspection Branch Integrity Section A	
INSPECTION DATE	REPAIR / MAINT. PRIORITY	FIELD CONFIRMATION	UNIT NO	LEVEE MILE	WS DIA.	LS DIA.	UTILITY TYPE	AGE OF PIPE	PERMIT NO	LATITUDE	LONGITUDE	COMMENT
Sutter Maintenance Yard ( Maintenance Area 0001 )												
10/18/2012	URGENT	Found	1	1.197	36.00	36.00	IRR	57	9481	39.221685	-122.015720	WS-woody debris scattered along waterward slope & bank. Erosion on bank near
10/18/2012	URGENT	Found	1	2.869	60.00	60.00	-	57	9474	39.243410	-122.008393	No positive closure device on waterward side. This structure appears abandoned-
10/18/2012	URGENT	Found	1	2.870	60.00	60.00	-	57	9474	39.243433	-122.008386	No positive closure device on waterward side. This structure appears abandoned-
10/19/2012	URGENT	Found	1	6.374	36.00	36.00	-	-	4203	39.279462	-122.022461	6" PVC pipe runs through 36"-slide gate cannot be closed due to 6-inch pipe through
10/30/2012	URGENT	Indicator Found	1	10.540	6.63	6.63	GAS	53	2639	39.331275	-122.029952	No Markers on Levee; markers found on HWY 45
10/30/2012	URGENT	Indicator Found	1	10.550	6.63	6.63	GAS	55	2639	39.331416	-122.029974	No markers on levee; markers found on HWY 45
10/30/2012	URGENT	Indicator Found	1	10.620	6.63	6.63	GAS	44	5530	39.332373	-122.030314	No markers on levee; markers visible off HWY 45
10/18/2012	NON-URGENT	Found	1	1.960	36.00	36.00	-	57	9487	39.231866	-122.015442	
10/18/2012	NON-URGENT	Found	1	1.961	36.00	36.00	-	57	9487	39.231880	-122.015432	
10/18/2012	NON-URGENT	Found	1	2.281	54.00	54.00	SD	57	9472	39.235993	-122.012970	Pipe crosses levee at an angle; ws inlet 48 inches, it appears that this crossing hasn't
10/18/2012	NON-URGENT	Found	1	2.297	24.00	24.00	SD	57	9467	39.236178	-122.012812	Needs to be properly abandoned.
10/18/2012	NON-URGENT	Found	1	3.400	36.00	36.00	SD	57	9490	39.250843	-122.007992	LS pipe slightly deformed, sediment build up; need to check the condition of the slide
10/19/2012	NON-URGENT	Found	1	3.763	24.00	24.00	IRR	39	4213	39.255803	-122.009683	
10/19/2012	NON-URGENT	Indicator Found	1	3.794	36.00	36.00	-	57	9490	39.256189	-122.009957	NEED TO GO BACK TO MA0001 TO LOOK AT THIS CROSSING AT THIS CROSSING
IRR : Irrigation		GAS : Gas-Oil-Steam or Chemical					ELECT : Electrical Power			SS : Sewer-Wastewater		
SD : Drainage		COM : Communication Cables and Conduits					DW : Drinking Water (treated/untreated)			OTHER : Other		
11/28/2012 10.47 AM												
Page 1 of 6												

**Figure C2. Sample of Summary Report sorted by Unit No and Levee Mile.**

Department of Water Resource Division of Flood Management				Utility Crossing Summary Report							Flood Project Integrity and Inspection Branch Integrity Section A		
INSPECTION DATE	REPAIR / MAINT. PRIORITY	FIELD CONFIRMATION	UNIT NO	LEVEE MILE	WS DIA.	LS DIA.	UTILITY TYPE	AGE OF PIPE	PERMIT NO	LATITUDE	LONGITUDE	COMMENT	
Marysville Levee Commission ( Marysville Levee Commission )													
03/14/2013	NON-URGENT	Found	1	.419	36.00	36.00	SD	57	-	39.152962	-121.594934		
03/14/2013	NON-URGENT	Found	1	.430	36.00	36.00	SD	57	-	39.153109	-121.594816		
03/14/2013	NON-URGENT	Found	1	.439	42.00	42.00	SD	32	12676	39.153207	-121.594713		
03/14/2013	NON-URGENT	Indicator Found	1	.770	8.63	8.63	GAS	50	3823	39.157045	-121.591102		
03/14/2013	NO ACTION NEEDED	Indicator Found	1	.900	1.00	1.00	COM	26	14036	39.159159	-121.589242		
03/14/2013	NON-URGENT	Indicator Found	1	.920	10.00	10.00	SD	25	14518	39.158920	-121.589913		
03/14/2013	NON-URGENT	Indicator Found	1	.923	10.00	10.00	SD	25	14518	39.158958	-121.589933		
03/14/2013	NONE SELECTED	Not Found	1	.980	24.00	24.00	SD	31	-	39.159764	-121.590270		
03/19/2013	NON-URGENT	Indicator Found	1	1.281	24.00	24.00	SD	31	-	39.159915	-121.589834		
03/19/2013	NON-URGENT	Indicator Found	1	1.350	1.00	1.00	COM	26	14036	39.159159	-121.589242	Unable to determine if utility crosses levee-- no marker visible on WS. AT&T	
03/19/2013	NONE SELECTED	Not Found	1	1.410	3.00	3.00	COM	35	12081	39.159717	-121.588576		
03/19/2013	NONE SELECTED	Not Found	1	1.510	1.00	1.00	COM	26	14036	39.160856	-121.587544		
03/14/2013	NONE SELECTED	Not Found	1	1.970	.75	.75	GAS	54	2279	39.164950	-121.581845		
03/14/2013	NONE SELECTED	Not Found	1	3.180	-	-	COM	40	7650	39.164001	-121.560641		
IRR : Irrigation SD : Drainage		GAS : Gas-Oil-Steam or Chemical COM : Communication Cables and Conduits					ELECT : Electrical Power DW : Drinking Water (treated/untreated)			SS : Sewer-Wastewater OTHER : Other			
03/25/2013 9:28 AM													
Page 1 of 7													



**Figure D. Sample of Detailed Field Report.**

Utility Crossing Inventory Program		Detailed Field Report		NO ACTION NEEDED	
Completed by: Bryan Reniff, Olivia Magana		Crossing Status: Found		Approx. Age (year): 14	
Date of Survey: 10/18/2012					
<b>Part I: Location</b>		<b>Sutter Maintenance Yard - (MA0001)</b>		<b>Part III: Other Information</b>	
A. LMA Info:		Maintenance Area 0001 - Unit No. 01 Sacramento River		A. Record Source:	
B. Waterway:		Sacramento River - Right Bank		1 : DWR FPIIB Current Levee Logs	
C. Levee Mile:		0.866		B. Permit No: 2641	
D. Coordinates:		39.217652, -122.015381		C. Date Issued: 10/29/1998	
<b>Part II: Structure Type</b>				D. APN No:	
DW - Drinking Water (treated/untreated)				E. Issued To:	
				State Of Ca, Div. Of Beaches	
<b>Part IV: Field Structure Description &amp; Details</b>					
4-inch pipe through the levee. Domestic waterline for park. (Permit No. 2641-1998, State Department of Parks & Recreation)					
<b>Part V: Urgent Category</b>					
<b>Part VI: Non-Urgent Category</b>					
<b>Part VII: Comment</b>					
This crossing was listed in the USACE Periodic Inspections as Corps' Inspect ID# USACE_CESPK_MALC_2010_p_0077 for encroachment located within 15 feet of waterside toe. Permit calls for positive closure device that is readily accessible during periods of high water shall be installed on the waterward side of the levee (see page 5 of Permit					
<b>Part VIII: Utility Crossing Photo</b>					
					
10/18/2012 : View of levee crown and slopes looking U/S.		10/18/2012 : Backflow preventive device, control valve vault, and control panel located on WS toe.		10/18/2012 : View of LS toe.	
					
10/18/2012 : Flush mount valve box located on LS toe.					

## 4. USACE Inspections and Encroachment Records

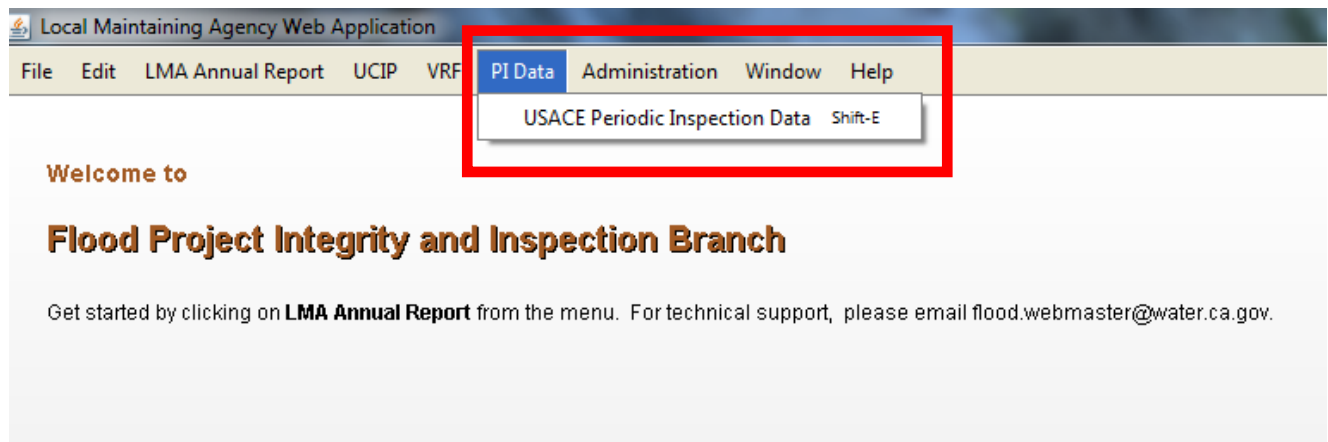
Central Valley Flood Protection Board

### USACE Data User Manual

This manual is a living document that will undergo changes and upgrades as the database and other processes and regulations change. Please check with CVFPB Staff to ensure you have the latest version.

Version 1.01  
7/31/2014  
CVFPB Staff

**Select** the *PI Data* tab located on the top menu bar and then **select** *USACE Periodic Inspection Data*





This step will take you to the main screen. Here you can search by LMA and update issues from USACE Inspection reports. This screen shows the American River Flood Control District (NA 0001) as an example.

Local Maintaining Agency Web Application

File Edit LMA Annual Report UCIP VRF PI Data Administration Window Help

**USACE Periodic Inspection Data**

Local Maintaining Agency (Maintained Area) / LMA Unit Name (segment)

American River Flood Control District - NA0001 All Units

Query By Start / End Date: 10/07/2013 04/07/2014 Query Report

**Options**

Search by USACE PI ID

Search Refresh Report

**Filter Options**

☐ View Encroachments ☐ View Red Issue

☐ View Purple Issue ☐ View Yellow Issue

**Edit**

Select All Clear Selection Update Issue

**Report**

Summary

**USACE Periodic Inspection Data**

	Sel...	LMA Action	Response Date	ID	USACE Inspection ID	Segment ID	Agency Name (Maintained Area)	Unit Name	Category	Item	LMA Rating	Rating	USACE Remarks	Inspection Action	Status	LM...	LM...
1	<input type="checkbox"/>			55	CE_CESPK_AR01_2009_a_0	AR01	American River Fk Unit No. 01 .USACE Levee Emban Sod Cover				N/A	U	No sod cover along LS Replace sod	Monitor		1.35	
2	<input type="checkbox"/>			56	CE_CESPK_AR01_2009_a_0	AR01	American River Fk Unit No. 01 .USACE Levee Emban Animal Control				N/A	M	Several rodent holes i Fill holes	Monitor		1.37	
3	<input type="checkbox"/>			57	CE_CESPK_AR01_2009_a_0	AR01	American River Fk Unit No. 01 .USACE Levee Emban Encroachments				N/A	M	Fence line at varying rNA	Monitor		1.31 1.46	
4	<input type="checkbox"/>			58	CE_CESPK_AR01_2009_a_0	AR01	American River Fk Unit No. 01 .USACE Levee Emban Unwanted Vegetation Grc				N/A	U	Numerous large tree : NA	Monitor		1.51	
5	<input type="checkbox"/>			59	CE_CESPK_AR01_2009_a_0	AR01	American River Fk Unit No. 01 .USACE Levee Emban Sod Cover				N/A	U	No sod cover for apprNA	Monitor		1.52	
6	<input type="checkbox"/>			60	CE_CESPK_AR01_2009_a_0	AR01	American River Fk Unit No. 01 .USACE Levee Emban Encroachments				N/A	A	Power pole located atNA	Monitor		1.53	
7	<input type="checkbox"/>			61	CE_CESPK_AR01_2009_a_0	AR01	American River Fk Unit No. 01 .USACE Levee Emban Encroachments				N/A	U	Fence line at varying rNA	Monitor		1.48 1.56	
8	<input type="checkbox"/>			62	CE_CESPK_AR01_2009_a_0	AR01	American River Fk Unit No. 01 .USACE Levee Emban Encroachments				N/A	A	Power pole located atNA	Monitor		1.56	
9	<input type="checkbox"/>			63	CE_CESPK_AR01_2009_a_0	AR01	American River Fk Unit No. 01 .USACE Levee Emban Unwanted Vegetation Grc				N/A	M	Trees up to 36 in. diaNA	Monitor		1.31 1.56	
10	<input type="checkbox"/>			64	CE_CESPK_AR01_2009_a_0	AR01	American River Fk Unit No. 01 .USACE Levee Emban Erosion/ Bank Caving				N/A	M	Erosion riling of LS sloNA	Monitor		1.58	
11	<input type="checkbox"/>			65	CE_CESPK_AR01_2009_a_0	AR01	American River Fk Unit No. 01 .USACE Levee Emban Encroachments				N/A	A	Roadway extending toNA	Monitor		1.58	

## View Records by LMA (1) and Unit (2)

Data can be re-sorted using any of the available column headers. (3)

Once you select the LMA, all records for that LMA will be listed below. Similarly, once you select the Unit, all records for that Unit within the LMA will be listed below.

Local Maintaining Agency Web Application

File Edit LMA Annual Report UCIP VRF PI Data Administration Window Help

**USACE Periodic Inspection Data**

Local Maintaining Agency (Maintained Area) / LMA Unit Name (segment)

(1) American River Flood Control District - NA0001

Query By Start / End Date: 10/07/2013 04/07/2014 Query Report

(2) All Units

Options

Search by USACE PI ID

Search Refresh Report

Filter Options

☐ View Encroachments ☐ View Purple Issue

Edit

Select All Clear Selection Update

Summary

**USACE Periodic Inspection Data**

Sel...	LMA Action	Response Date	ID	USACE Inspection ID	Segment ID	Agency Name (Maintained Area)	Unit Name	Category	Item	LMA Rating	Rating	USACE Remarks	Inspection Action	Status	LM...	LM...
<input type="checkbox"/>			56	CE_CESPK_AR01_2009_a_0	AR01	American River FdUnit No. 01 .USACE Levee Emban Animal Control		N/A	M	Several rodent holes (fill holes)	Monitor	1.37				
<input checked="" type="checkbox"/>			57	CE_CESPK_AR01_2009_a_0	AR01	American River FdUnit No. 01 .USACE Levee Emban Encroachments		N/A	M	Fence line at varying (NA)	Monitor	1.31 1.46				
<input type="checkbox"/>			58	CE_CESPK_AR01_2009_a_0	AR01	American River FdUnit No. 01 .USACE Levee Emban Unwanted Vegetation Grc		N/A	U	Numerous large tree (NA)	Monitor	1.51				
<input type="checkbox"/>			59	CE_CESPK_AR01_2009_a_0	AR01	American River FdUnit No. 01 .USACE Levee Emban Sod Cover		N/A	U	No sod cover for appr NA	Monitor	1.52				
<input type="checkbox"/>			60	CE_CESPK_AR01_2009_a_0	AR01	American River FdUnit No. 01 .USACE Levee Emban Encroachments		N/A	A	Power pole located at NA	Monitor	1.53				
<input type="checkbox"/>			61	CE_CESPK_AR01_2009_a_0	AR01	American River FdUnit No. 01 .USACE Levee Emban Encroachments		N/A	U	Fence line at varying (NA)	Monitor	1.48 1.56				
<input type="checkbox"/>			62	CE_CESPK_AR01_2009_a_0	AR01	American River FdUnit No. 01 .USACE Levee Emban Encroachments		N/A	A	Power pole located at NA	Monitor	1.56				
<input type="checkbox"/>			63	CE_CESPK_AR01_2009_a_0	AR01	American River FdUnit No. 01 .USACE Levee Emban Unwanted Vegetation Grc		N/A	M	Trees up to 36 in. dia NA	Monitor	1.31 1.56				
<input type="checkbox"/>			64	CE_CESPK_AR01_2009_a_0	AR01	American River FdUnit No. 01 .USACE Levee Emban Erosion/ Bank Caving		N/A	M	Erosion rilling of LS slo NA	Monitor	1.58				
<input type="checkbox"/>			65	CE_CESPK_AR01_2009_a_0	AR01	American River FdUnit No. 01 .USACE Levee Emban Encroachments		N/A	A	Roadway extending to NA	Monitor	1.58				
<input type="checkbox"/>			66	CE_CESPK_AR01_2009_a_0	AR01	American River FdUnit No. 01 .USACE Levee Emban Encroachments		N/A	M	Hand dug ramp in LS NA	Monitor	1.58				
<input type="checkbox"/>			67	CE_CESPK_AR01_2009_a_0	AR01	American River FdUnit No. 01 .USACE Levee Emban Unwanted Vegetation Grc		N/A	U	Trees up to 24 in. dia NA	Monitor	1.59 1.71				
<input type="checkbox"/>			68	CE_CESPK_AR01_2009_a_0	AR01	American River FdUnit No. 01 .USACE Levee Emban Encroachments		N/A	U	Fence line within 15 f NA	Monitor	1.59 1.71				
<input type="checkbox"/>			69	CE_CESPK_AR01_2009_a_0	AR01	American River FdUnit No. 01 .USACE Levee Emban Encroachments		N/A	A	Steel power transmiss NA	Monitor	1.75				
<input type="checkbox"/>			70	CE_CESPK_AR01_2009_a_0	AR01	American River FdUnit No. 01 .USACE Levee Emban Erosion/ Bank Caving		N/A	M	Rilling along LS levee : Repair	Monitor	1.78				
<input type="checkbox"/>			71	CE_CESPK_AR01_2009_a_0	AR01	American River FdUnit No. 01 .USACE Levee Emban Erosion/ Bank Caving		N/A	M	Rilling of LS levee slop Repair	Monitor	1.78				
<input type="checkbox"/>			72	CE_CESPK_AR01_2009_a_0	AR01	American River FdUnit No. 01 .USACE Levee Emban Encroachments		N/A	M	Pile of debris along LS Remove	Monitor	1.81				
<input type="checkbox"/>			73	CE_CESPK_AR01_2009_a_0	AR01	American River FdUnit No. 01 .USACE Levee Emban Encroachments		N/A	A	Start of line of utility (NA)	Monitor	1.83				
<input type="checkbox"/>			74	CE_CESPK_AR01_2009_a_0	AR01	American River FdUnit No. 01 .USACE Levee Emban Erosion/ Bank Caving		N/A	M	Minor caving collapse : Repair	Monitor	1.88				
<input type="checkbox"/>			75	CE_CESPK_AR01_2009_a_0	AR01	American River FdUnit No. 01 .USACE Levee Emban Encroachments		N/A	A	End of line of utility p NA	Monitor	1.93				

Status

Record 1 of 2121

User: MJANOLO Operator: OTHERS

Rating

UR\* UY\* UP\* UR UY UP

## Select by Start and End Dates

Click on the Calendar button to select the Start Date (1)

Click on the second Calendar button to select the End Date (2)

File Edit LMA Annual Report UCIP VRF PI Data Administration Window Help

**USACE Periodic Inspection Data**

Local Maintaining Agency (Maintained Area) / LMA Unit Name (segment)  
 American River Flood Control District - NA0001 All Units

Query By Start / End Date:  
 10/08/2013 (1) 04/08/2014 (2) Query Report

Options  
 Search by USACE PI ID: [ ] Search Refresh Report

Filter Options  
☐ View Encroachments ☐ View Red Issue  
☐ View Purple Issue ☐ View Yellow Issue

Edit  
 Select All Clear Selection Update Issue

Report

October 2013

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

**USACE Periodic Inspection Data**

Select	LMA Action	Response Date	ID	USACE Inspection ID	Segment ID	Agency Name (Maintained Area)	Unit Name	Category	Item	LMA Rating	Rating	USACE Remarks	Inspection Action	Status	LM St...	LM End
1	<input checked="" type="checkbox"/>		55	USACE_CESPK_AR01_2009_a_0002	AR01	American River Unit No. 01	USACE Levee Er	Sod Cover	N/A	U	No sod cover al	Replace sod	Monitor	1.35		
2	<input type="checkbox"/>		56	USACE_CESPK_AR01_2009_a_0003	AR01	American River Unit No. 01	USACE Levee Er	Animal Control	N/A	M	Several rodent f	Fill holes	Monitor	1.37		
3	<input type="checkbox"/>		57	USACE_CESPK_AR01_2009_a_0004	AR01	American River Unit No. 01	USACE Levee Er	Encroachments	N/A	M	Fence line at va	NA	Monitor	1.31	1.46	
4	<input type="checkbox"/>		58	USACE_CESPK_AR01_2009_a_0005	AR01	American River Unit No. 01	USACE Levee Er	Unwanted Vegetati	N/A	U	Numerous large	NA	Monitor	1.51		
5	<input type="checkbox"/>		59	USACE_CESPK_AR01_2009_a_0006	AR01	American River Unit No. 01	USACE Levee Er	Sod Cover	N/A	U	No sod cover fo	NA	Monitor	1.52		
6	<input type="checkbox"/>		60	USACE_CESPK_AR01_2009_a_0007	AR01	American River Unit No. 01	USACE Levee Er	Encroachments	N/A	A	Power pole loca	NA	Monitor	1.53		
7	<input type="checkbox"/>		61	USACE_CESPK_AR01_2009_a_0008	AR01	American River Unit No. 01	USACE Levee Er	Encroachments	N/A	U	Fence line at va	NA	Monitor	1.48	1.56	
8	<input type="checkbox"/>		62	USACE_CESPK_AR01_2009_a_0009	AR01	American River Unit No. 01	USACE Levee Er	Encroachments	N/A	A	Power pole loca	NA	Monitor	1.56		
9	<input type="checkbox"/>		63	USACE_CESPK_AR01_2009_a_0010	AR01	American River Unit No. 01	USACE Levee Er	Unwanted Vegetati	N/A	M	Trees up to 36	INA	Monitor	1.31	1.56	
10	<input type="checkbox"/>		64	USACE_CESPK_AR01_2009_a_0011	AR01	American River Unit No. 01	USACE Levee Er	Erosion/ Bank Cavin	N/A	M	Erosion riling of	NA	Monitor	1.58		
11	<input type="checkbox"/>		65	USACE_CESPK_AR01_2009_a_0012	AR01	American River Unit No. 01	USACE Levee Er	Encroachments	N/A	A	Roadway extenc	NA	Monitor	1.58		
12	<input type="checkbox"/>		66	USACE_CESPK_AR01_2009_a_0013	AR01	American River Unit No. 01	USACE Levee Er	Encroachments	N/A	M	Hand dug ramp	NA	Monitor	1.58		
13	<input type="checkbox"/>		67	USACE_CESPK_AR01_2009_a_0014	AR01	American River Unit No. 01	USACE Levee Er	Unwanted Vegetati	N/A	U	Trees up to 24	INA	Monitor	1.59	1.71	
14	<input type="checkbox"/>		68	USACE_CESPK_AR01_2009_a_0015	AR01	American River Unit No. 01	USACE Levee Er	Encroachments	N/A	U	Fence line withir	NA	Monitor	1.59	1.71	
15	<input type="checkbox"/>		69	USACE_CESPK_AR01_2009_a_0016	AR01	American River Unit No. 01	USACE Levee Er	Encroachments	N/A	A	Steel power tran	NA	Monitor	1.75		

## Select by USACE Periodic Inspection ID

Click on the space below the field *Search by USACE PI ID* → (1)

In this field you can enter the partial or full Inspection ID to search.

Click *Search* → (2)

(1) (2) (3)

Local Maintaining Agency Web Application

File Edit LMA Annual Report UCIP VRF PI Data Administration Window Help

USACE Periodic Inspection Data

Local Maintaining Agency (Maintained Area) / LMA Unit Name (segment)

American River Flood Control District - NA0001 All Units

Query By Start / End Date: 10/08/2013 12/27/2013 Query Report

Options

Search by USACE PI ID 27 Search Refresh Report

Filter Options

☐ View Encroachments ☐ View Red Issue

☐ View Purple Issue ☐ View Yellow Issue

Edit

Select All Clear Selection Update Issue Report

Summary

USACE Periodic Inspection Data

Select	LMA Action	Response Date	ID	USACE Inspection ID	Segment	Agency Name (Maintained)	Unit Name	Category	Item	LMA Rating	Rating	USACE Remarks	Inspection	Status	LM St...	LM End
1	<input type="checkbox"/>		80	USACE_CESPK_AR01_2009_a_0027	AR01	American River	Unit No. 01 USACE Levee En	Encroachments		N/A	U	Fence line withir-NA	Monitor		1.78	1.95
2	<input type="checkbox"/>		180	USACE_CESPK_AR01_2009_a_0127	AR01	American River	Unit No. 01 USACE Levee En	Encroachments		N/A	M	Security pipe galNA	Monitor		1.19	

Status

2 rows loaded

Rating

UR\* UY\* UP\* UR UY UP

View: MANAGED Operation OTHERS

**Note:** In this example, the number '27' was used to search for all USACE PI IDs corresponding to the number.

**To return** to the complete list, **Click** on *Refresh Report* → (3)

## Select an Entry to Review

Click on any of the fields within that row. → (1)

**Note:** Once selected, a check mark will appear in the checkbox

Click on that entry again to deselect it. Alternatively, Click on Clear Selection → (2)

To Select all entries to review, click *Select All*. → (3)

File Edit LMA Annual Report UCIP VRF PI Data Administration Window Help

**USACE Periodic Inspection Data**

Local Maintaining Agency (Maintained Area) / LMA Unit Name (segment)  
 American River Flood Control District - NA0001 All Units

Query By Start / End Date: 10/08/2013 12/27/2013 Query Report

**Options**

Search by USACE PI ID: 27 Search Refresh Report

**Filter Options**

☐ View Encroachments ☐ View Red Issue  
☐ View Purple Issue ☐ View Yellow Issue

**Edit** (3) Select All (2) Clear Selection Update Issue **Report** Summary

**USACE Periodic Inspection Data**

Select	LMA Action	Response Date	ID	USACE Inspection ID	Segment ID	Agency Name (Maintained Area)	Unit Name	Category	Item	LMA Rating	Rating	USACE Remarks	Inspection Action	Status	LM St...	LM End
<input type="checkbox"/>			56	USACE_CESPK_AR01_2009_a_0003	AR01	American River Unit No. 01	USACE Levee En	Animal Control	N/A	M	Several rodent	Fill holes	Monitor	1.37		
<input checked="" type="checkbox"/>			57	USACE_CESPK_AR01_2009_a_0004	AR01	American River Unit No. 01	USACE Levee En	Encroachments	N/A	M	Fence line at var	NA	Monitor	1.31	1.46	
<input type="checkbox"/>			58	USACE_CESPK_AR01_2009_a_0005	AR01	American River Unit No. 01	USACE Levee En	Unwanted Vegetati	N/A	U	Numerous large	NA	Monitor	1.51		
<input type="checkbox"/>			59	USACE_CESPK_AR01_2009_a_0006	AR01	American River Unit No. 01	USACE Levee En	Sod Cover	N/A	U	No sod cover for	NA	Monitor	1.52		
<input type="checkbox"/>			60	USACE_CESPK_AR01_2009_a_0007	AR01	American River Unit No. 01	USACE Levee En	Encroachments	N/A	A	Power pole local	NA	Monitor	1.53		
<input type="checkbox"/>			61	USACE_CESPK_AR01_2009_a_0008	AR01	American River Unit No. 01	USACE Levee En	Encroachments	N/A	U	Fence line at var	NA	Monitor	1.48	1.56	
<input type="checkbox"/>			62	USACE_CESPK_AR01_2009_a_0009	AR01	American River Unit No. 01	USACE Levee En	Encroachments	N/A	A	Power pole local	NA	Monitor	1.56		
<input type="checkbox"/>			63	USACE_CESPK_AR01_2009_a_0010	AR01	American River Unit No. 01	USACE Levee En	Unwanted Vegetati	N/A	M	Trees up to 36 i	NA	Monitor	1.31	1.56	
<input type="checkbox"/>			64	USACE_CESPK_AR01_2009_a_0011	AR01	American River Unit No. 01	USACE Levee En	Erosion/ Bank Caving	N/A	M	Erosion rilling of	INA	Monitor	1.58		
<input type="checkbox"/>			65	USACE_CESPK_AR01_2009_a_0012	AR01	American River Unit No. 01	USACE Levee En	Encroachments	N/A	A	Roadway extenc	NA	Monitor	1.58		
<input type="checkbox"/>			66	USACE_CESPK_AR01_2009_a_0013	AR01	American River Unit No. 01	USACE Levee En	Encroachments	N/A	M	Hand dug ramp	INA	Monitor	1.58		
<input type="checkbox"/>			67	USACE_CESPK_AR01_2009_a_0014	AR01	American River Unit No. 01	USACE Levee En	Unwanted Vegetati	N/A	U	Trees up to 24 i	INA	Monitor	1.59	1.71	
<input type="checkbox"/>			68	USACE_CESPK_AR01_2009_a_0015	AR01	American River Unit No. 01	USACE Levee En	Encroachments	N/A	U	Fence line with	NA	Monitor	1.59	1.71	
<input type="checkbox"/>			69	USACE_CESPK_AR01_2009_a_0016	AR01	American River Unit No. 01	USACE Levee En	Encroachments	N/A	A	Steel power tra	NA	Monitor	1.75		
<input type="checkbox"/>			70	USACE_CESPK_AR01_2009_a_0017	AR01	American River Unit No. 01	USACE Levee En	Erosion/ Bank Caving	N/A	M	Rilling along LS	Repair	Monitor	1.78		
<input type="checkbox"/>			71	USACE_CESPK_AR01_2009_a_0018	AR01	American River Unit No. 01	USACE Levee En	Erosion/ Bank Caving	N/A	M	Rilling of LS levee	Repair	Monitor	1.78		
<input type="checkbox"/>			72	USACE_CESPK_AR01_2009_a_0019	AR01	American River Unit No. 01	USACE Levee En	Encroachments	N/A	M	Pile of debris also	Remove	Monitor	1.81		
<input type="checkbox"/>			73	USACE_CESPK_AR01_2009_a_0020	AR01	American River Unit No. 01	USACE Levee En	Encroachments	N/A	A	Start of line of u	NA	Monitor	1.83		
<input type="checkbox"/>			74	USACE_CESPK_AR01_2009_a_0021	AR01	American River Unit No. 01	USACE Levee En	Erosion/ Bank Caving	N/A	M	Minor caving coll	Repair	Monitor	1.88		
<input type="checkbox"/>			75	USACE_CESPK_AR01_2009_a_0022	AR01	American River Unit No. 01	USACE Levee En	Encroachments	N/A	A	End of line of ut	NA	Monitor	1.93		

**Status** Row(s) Selected: 1

User: MJANOLO Operator: OTHERS

**Rating** UR\* UY\* UP\* UR UY UP

To **Select** multiple entries to review, **Click-Hold and drag** to select multiple entries. → (4)  
Alternatively, hold on the Ctrl key as you select multiple entries.

File Edit LMA Annual Report UCIP VRF PI Data Administration Window Help

**USACE Periodic Inspection Data**

Local Maintaining Agency (Maintained Area) / LMA Unit Name (segment)  
American River Flood Control District - NA0001 All Units

Query By Start / End Date: 10/08/2013 12/27/2013 Query Report

Options  
Search by USACE PI ID: 27 Search Refresh Report

Filter Options  
☐ View Encroachments ☐ View Red Issue  
☐ View Purple Issue ☐ View Yellow Issue

Edit Select All Clear Selection Update Issue Report Summary

**USACE Periodic Inspection Data**

Select	LMA Action	Response Date	ID	USACE Inspection ID	Segment	Agency Name (Maintained)	Unit Name	Category	Item	LMA Rating	Rating	USACE Remarks	Inspection Action	Status	LM S...	LM E...
<input checked="" type="checkbox"/>			55	USACE_CESPK_AR01_2009_a_0002	AR01	American River Unit No. 01	USACE Levee En	Sod Cover	N/A	U	No sod cover	Replace sod	Monitor	1.35		
<input checked="" type="checkbox"/>			56	USACE_CESPK_AR01_2009_a_0003	AR01	American River Unit No. 01	USACE Levee En	Animal Control	N/A	M	Several rodent	Fill holes	Monitor	1.37		
<input checked="" type="checkbox"/>			57	USACE_CESPK_AR01_2009_a_0004	AR01	American River Unit No. 01	USACE Levee En	Encroachments	N/A	M	Fence line at	NA	Monitor	1.31	1.46	
<input checked="" type="checkbox"/>			58	USACE_CESPK_AR01_2009_a_0005	AR01	American River Unit No. 01	USACE Levee En	Unwanted Vegetation Grow	N/A	U	Numerous larg	NA	Monitor	1.51		
<input checked="" type="checkbox"/>			59	USACE_CESPK_AR01_2009_a_0006	AR01	American River Unit No. 01	USACE Levee En	Sod Cover	N/A	U	No sod cover	NA	Monitor	1.52		
<input checked="" type="checkbox"/>			60	USACE_CESPK_AR01_2009_a_0007	AR01	American River Unit No. 01	USACE Levee En	Encroachments	N/A	A	Power pole lo	NA	Monitor	1.53		
<input checked="" type="checkbox"/>			61	USACE_CESPK_AR01_2009_a_0008	AR01	American River Unit No. 01	USACE Levee En	Encroachments	N/A	U	Fence line at	NA	Monitor	1.48	1.56	
<input type="checkbox"/>			63	USACE_CESPK_AR01_2009_a_0010	AR01	American River Unit No. 01	USACE Levee En	Unwanted Vegetation Grow	N/A	M	Trees up to 3i	NA	Monitor	1.31	1.56	
<input type="checkbox"/>			64	USACE_CESPK_AR01_2009_a_0011	AR01	American River Unit No. 01	USACE Levee En	Erosion/ Bank Caving	N/A	M	Erosion rilling	c NA	Monitor	1.58		
<input type="checkbox"/>			65	USACE_CESPK_AR01_2009_a_0012	AR01	American River Unit No. 01	USACE Levee En	Encroachments	N/A	A	Roadway existe	NA	Monitor	1.58		
<input type="checkbox"/>			66	USACE_CESPK_AR01_2009_a_0013	AR01	American River Unit No. 01	USACE Levee En	Encroachments	N/A	M	Hand dug ram	NA	Monitor	1.58		
<input type="checkbox"/>			67	USACE_CESPK_AR01_2009_a_0014	AR01	American River Unit No. 01	USACE Levee En	Unwanted Vegetation Grow	N/A	U	Trees up to 2-	NA	Monitor	1.59	1.71	
<input type="checkbox"/>			68	USACE_CESPK_AR01_2009_a_0015	AR01	American River Unit No. 01	USACE Levee En	Encroachments	N/A	U	Fence line with	NA	Monitor	1.59	1.71	
<input type="checkbox"/>			69	USACE_CESPK_AR01_2009_a_0016	AR01	American River Unit No. 01	USACE Levee En	Encroachments	N/A	A	Steel power tr	NA	Monitor	1.75		
<input type="checkbox"/>			70	USACE_CESPK_AR01_2009_a_0017	AR01	American River Unit No. 01	USACE Levee En	Erosion/ Bank Caving	N/A	M	Rilling along LS	Repair	Monitor	1.78		
<input type="checkbox"/>			71	USACE_CESPK_AR01_2009_a_0018	AR01	American River Unit No. 01	USACE Levee En	Erosion/ Bank Caving	N/A	M	Rilling of LS lev	Repair	Monitor	1.78		
<input type="checkbox"/>			72	USACE_CESPK_AR01_2009_a_0019	AR01	American River Unit No. 01	USACE Levee En	Encroachments	N/A	M	Pile of debris a	Remove	Monitor	1.81		
<input type="checkbox"/>			73	USACE_CESPK_AR01_2009_a_0020	AR01	American River Unit No. 01	USACE Levee En	Encroachments	N/A	A	Start of line of	NA	Monitor	1.83		
<input type="checkbox"/>			74	USACE_CESPK_AR01_2009_a_0021	AR01	American River Unit No. 01	USACE Levee En	Erosion/ Bank Caving	N/A	M	Minor caving c	Repair	Monitor	1.88		
<input type="checkbox"/>			75	USACE_CESPK_AR01_2009_a_0022	AR01	American River Unit No. 01	USACE Levee En	Encroachments	N/A	A	End of line of	NA	Monitor	1.93		

Status  
Row(s) Selected: 0

Rating  
UR\* UY\* UP\* UR UY UP

Log: MIJANOLLO Operator: OTHERS



## To Update a Non-Encroachment Entry

Select a Non-Encroachment entry and click *Update Issue* → (1)

File Edit LMA Annual Report UCIP VRF PI Data Administration Window Help

**USACE Periodic Inspection Data**

Local Maintaining Agency (Maintained Area) / LMA Unit Name (segment)  
 American River Flood Control District - NA0001 All Units

Query By Start / End Date:  
 10/09/2013 04/09/2014 Query Report

**Options**

Search by USACE PI ID  
 Search Refresh Report

☐ View Encroachments ☐ View Red Issue  
☐ View Purple Issue ☐ View Yellow Issue

**Edit** **Report**

Select All Clear Selection Update Issue Summary

**USACE Periodic Inspection Data**

	Sele	LMA Action	Response Date	ID	USACE Inspection ID	Segment ID	Agency Name (Maintained Area)	Unit Name	Category	Item	LMA Rating	Rating	USACE Remarks	Inspection Action	Status	LM	LM
1	<input checked="" type="checkbox"/>			55	SACE_CESPK_AR01_2009_a_000	AR01	American River Flood Unit No. 01 An	USACE Levee Embankment	Sod Cover		N/A	U	No sod cover along LS 3d	Replace sod	Monitor	1.35	
2	<input type="checkbox"/>			56	SACE_CESPK_AR01_2009_a_000	AR01	American River Flood Unit No. 01 An	USACE Levee Embankment	Animal Control		N/A	M	Several rodent holes up to fill holes	Monitor	1.37		
3	<input type="checkbox"/>			57	SACE_CESPK_AR01_2009_a_000	AR01	American River Flood Unit No. 01 An	USACE Levee Embankment	Encroachments		N/A	M	Fence line at varying dista	NA	Monitor	1.31 1.46	
4	<input type="checkbox"/>			58	SACE_CESPK_AR01_2009_a_000	AR01	American River Flood Unit No. 01 An	USACE Levee Embankment	Unwanted Vegetation Growth		N/A	U	Numerous large tree stum	NA	Monitor	1.51	
5	<input type="checkbox"/>			59	SACE_CESPK_AR01_2009_a_000	AR01	American River Flood Unit No. 01 An	USACE Levee Embankment	Sod Cover		N/A	U	No sod cover for approx. 3d	NA	Monitor	1.52	
6	<input type="checkbox"/>			60	SACE_CESPK_AR01_2009_a_000	AR01	American River Flood Unit No. 01 An	USACE Levee Embankment	Encroachments		N/A	A	Power pole located at LS	NA	Monitor	1.53	
7	<input type="checkbox"/>			61	SACE_CESPK_AR01_2009_a_000	AR01	American River Flood Unit No. 01 An	USACE Levee Embankment	Encroachments		N/A	U	Fence line at varying dista	NA	Monitor	1.48 1.56	
8	<input type="checkbox"/>			62	SACE_CESPK_AR01_2009_a_000	AR01	American River Flood Unit No. 01 An	USACE Levee Embankment	Encroachments		N/A	A	Power pole located at LS	NA	Monitor	1.56	
9	<input type="checkbox"/>			63	SACE_CESPK_AR01_2009_a_001	AR01	American River Flood Unit No. 01 An	USACE Levee Embankment	Unwanted Vegetation Growth		N/A	M	Trees up to 36 in. dia. In	NA	Monitor	1.31 1.56	
10	<input type="checkbox"/>			64	SACE_CESPK_AR01_2009_a_001	AR01	American River Flood Unit No. 01 An	USACE Levee Embankment	Encroachments		N/A	M	Encroachment of US zone	NA	Monitor	1.58	

Note: A new window will open. This will be the Non-Encroachment Inspection Sheet.  
 See next page.

**Note:** Items in **green** box are locked for editing. If you need to change or update the information please contact CVFPB staff.

**Click** on the drop box to *Select a corrective action* → (2)

The drop box will expand to show several responses for you to choose. **Select** the appropriate response.

**Click** on *Attach/View Photo* to insert photos and documents. A new window opens. → (3)

**Note:** *If you do not have any photos or documents to upload, you may skip Steps (3)–(3d) and proceed with Step 4. Otherwise, move to the next page to Attach/View Photo.*

**Click** anywhere in the white box under *Corrective Action Comments* to enter additional comments. → (4)

**Click** on *Update (or Save)* to save all the information. → (5)

A window will pop up confirming all the information entered has been saved.

**Click** *OK* to take you back to the main screen. → (6)

The screenshot displays a web-based form for editing a periodic inspection record. The form includes fields for Issue No, Status, Rating, Periodic Inspection ID, Agency Name, LMA Response, USACE Remarks, Category, Item, and Rating. A green box highlights the top section of the form. Below the form is a dropdown menu for corrective actions, and a 'Corrective Action Comments' section. A confirmation dialog box 'Record Updated Successfully.' with an 'OK' button is shown at the bottom.

(2) Select a corrective action

(3) Attach/View Photo (5) Save Cancel

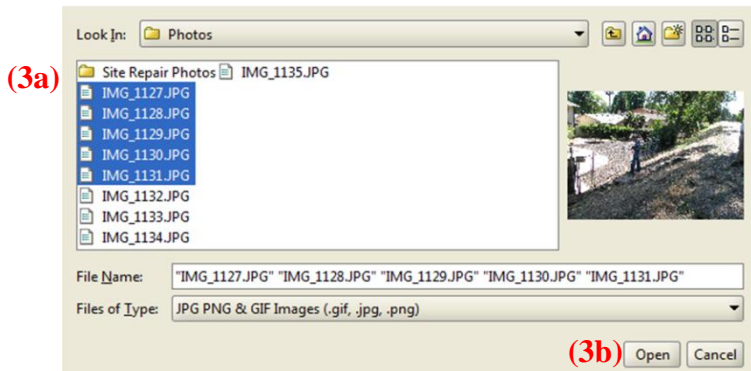
(4) Corrective Action Comments

(6) Record Updated Successfully. OK



## To Add Photos and Documents to a Non-Encroachment and Encroachment Entries

**Select** the photos you want to include. Make sure to navigate to the folder where your photos are stored. You can select multiple photos by either holding down the SHIFT button on the keyboard and select the entries in a row, or by holding down the CTRL button to select individual entries. A maximum of five photos can be selected. → (3a)



**Select** *Open* when you are done. A new window will open. → (3b)

In the new window, you can enter your comments on each photo. → (3c)

**Select** *Accept* when you are done. This should take you back to the inspection sheet. → (3d)



File Edit LMA Annual Report UCIP VRF PI Data Administration Window Help

**USACE Periodic Inspection Data**

Local Maintaining Agency (Maintained Area) / LMA Unit Name (segment)  
 American River Flood Control District - NA0001

Query By Start / End Date:  
 10/09/2013 04/09/2014

Options  
 Search by USACE PI ID: [ ] Search Refresh Report  
☐ View Encroachments ☐ View Red Issue  
☐ View Purple Issue ☐ View Yellow Issue

Edit: Select All Clear Selection Update Issue Report Summary

**USACE Periodic Inspection Data**

Sels.	(8)	LMA Action	(7)	Response Date	ID	USACE Inspection ID	Segment ID	Agency Name (Maintained Area)	Unit Name	Category	Item	LMA Rating	Rating	USACE Remarks	Inspection Action	Status	LM	LM
1	<input type="checkbox"/>	Corrected		10/09/2013	55	SACE_CESPK_AR01_2009_a_000	AR01	American River Flood Unit No. 01 An USACE Levee Embankment Sod Cover				N/A	U	No sod cover along LS slope. Replace sod.	Monitor		1.35	
2	<input type="checkbox"/>				56	SACE_CESPK_AR01_2009_a_000	AR01	American River Flood Unit No. 01 An USACE Levee Embankment Animal Control				N/A	M	Several rodent holes up to 1 ft. Fill holes.	Monitor		1.37	
3	<input type="checkbox"/>				57	SACE_CESPK_AR01_2009_a_000	AR01	American River Flood Unit No. 01 An USACE Levee Embankment Encroachments				N/A	M	Fence line at varying dist. NA	Monitor		1.31	1.46
4	<input type="checkbox"/>				58	SACE_CESPK_AR01_2009_a_000	AR01	American River Flood Unit No. 01 An USACE Levee Embankment Unwanted Vegetation Growth				N/A	U	Numerous large tree stumps NA	Monitor		1.51	
5	<input type="checkbox"/>				59	SACE_CESPK_AR01_2009_a_000	AR01	American River Flood Unit No. 01 An USACE Levee Embankment Sod Cover				N/A	U	No sod cover for approx. 1/2 NA	Monitor		1.52	
6	<input type="checkbox"/>				60	SACE_CESPK_AR01_2009_a_000	AR01	American River Flood Unit No. 01 An USACE Levee Embankment Encroachments				N/A	A	Power pole located at LS NA	Monitor		1.53	
7	<input type="checkbox"/>				61	SACE_CESPK_AR01_2009_a_000	AR01	American River Flood Unit No. 01 An USACE Levee Embankment Encroachments				N/A	U	Fence line at varying dist. NA	Monitor		1.48	1.56
8	<input type="checkbox"/>				62	SACE_CESPK_AR01_2009_a_000	AR01	American River Flood Unit No. 01 An USACE Levee Embankment Encroachments				N/A	A	Power pole located at LS NA	Monitor		1.56	
9	<input type="checkbox"/>				63	SACE_CESPK_AR01_2009_a_001	AR01	American River Flood Unit No. 01 An USACE Levee Embankment Unwanted Vegetation Growth				N/A	M	Trees up to 36 in. dia. In NA	Monitor		1.31	1.56
10	<input type="checkbox"/>				64	SACE_CESPK_AR01_2009_a_001	AR01	American River Flood Unit No. 01 An USACE Levee Embankment Erosion/ Bank Caving				N/A	M	Erosion rilling of LS slope. NA	Monitor		1.58	
11	<input type="checkbox"/>				65	SACE_CESPK_AR01_2009_a_001	AR01	American River Flood Unit No. 01 An USACE Levee Embankment Encroachments				N/A	A	Roadway extending to LS NA	Monitor		1.58	
12	<input type="checkbox"/>				66	SACE_CESPK_AR01_2009_a_001	AR01	American River Flood Unit No. 01 An USACE Levee Embankment Encroachments				N/A	M	Hand dug ramp in LS slope NA	Monitor		1.58	
13	<input type="checkbox"/>				67	SACE_CESPK_AR01_2009_a_001	AR01	American River Flood Unit No. 01 An USACE Levee Embankment Unwanted Vegetation Growth				N/A	U	Trees up to 24 in. dia. w/ NA	Monitor		1.59	1.71

Note: When you update any entry, the field for *Response Date* will be highlighted in **forest green** and show today's date. This color will remain for 24 hours to remind you which entries were recently updated. → (7)

Note 2: The field for *LMA Action* will include the selection you made, and will be highlighted in a color that matches your selection. → (8)

**Corrected** = **Lime Green**

**Pending** = **Yellow**

**Pending Enforcement by CVFPB** = No Color

**Work in Progress** = **Pink**

**Low Priority** = **Orange**

**Too Wet to Work** = **Blue**

## To Update an *ENCROACHMENT* Entry

Select an Encroachment entry and click on *Update Issue* → (1)

Local Maintaining Agency Web Application

File Edit LMA Annual Report UCIP VRF PI Data Administration Window Help

USACE Periodic Inspection Data

Local Maintaining Agency (Maintained Area) / LMA Unit Name (segment)

American River Flood Control District - NA0001 All Units

Query By Start / End Date: 10/09/2013 04/09/2014 Query Report

Options

Search by USACE PI ID

Search Refresh Report

☐ View Encroachments ☐ View Red Issue

☐ View Purple Issue ☐ View Yellow Issue

Edit

Select All Clear Selection (1) Update Issue Report

Summary

USACE Periodic Inspection Data

Sele...	LMA Action	Response Date	ID	USACE Inspection ID	Segment ID	Agency Name (Maintained Area)	Unit Name	Category	Item	LMA Rating	Rating	USACE Remarks	Inspection Action	Status	LM	LM
1	Too Wet to Work	10/10/2013	55	SACE_CESPK_AR01_2009_a_000	AR01	American River Flood Unit No. 01 Ar	USACE Levee Embankment Sod Cover			N/A	U	No sod cover along LS slope. Replace sod	Monitor	1.35		
2			56	SACE_CESPK_AR01_2009_a_000	AR01	American River Flood Unit No. 01 Ar	USACE Levee Embankment Animal Control			N/A	M	Several rodent holes up to 1/2" deep	Monitor	1.37		
3			57	SACE_CESPK_AR01_2009_a_000	AR01	American River Flood Unit No. 01 Ar	USACE Levee Embankment Encroachments			N/A	M	Fence line at varying dist	NA	Monitor	1.31	1.46
4			58	SACE_CESPK_AR01_2009_a_000	AR01	American River Flood Unit No. 01 Ar	USACE Levee Embankment Unwanted Vegetation Growth			N/A	U	Numerous large tree stumps	NA	Monitor	1.51	
5			59	SACE_CESPK_AR01_2009_a_000	AR01	American River Flood Unit No. 01 Ar	USACE Levee Embankment Sod Cover			N/A	U	No sod cover for approx. 1/2"	NA	Monitor	1.52	
6			60	SACE_CESPK_AR01_2009_a_000	AR01	American River Flood Unit No. 01 Ar	USACE Levee Embankment Encroachments			N/A	A	Power pole located at LS	NA	Monitor	1.53	
7			61	SACE_CESPK_AR01_2009_a_000	AR01	American River Flood Unit No. 01 Ar	USACE Levee Embankment Encroachments			N/A	U	Fence line at varying dist	NA	Monitor	1.48	1.56
8			62	SACE_CESPK_AR01_2009_a_000	AR01	American River Flood Unit No. 01 Ar	USACE Levee Embankment Encroachments			N/A	A	Power pole located at LS	NA	Monitor	1.56	
9			63	SACE_CESPK_AR01_2009_a_001	AR01	American River Flood Unit No. 01 Ar	USACE Levee Embankment Unwanted Vegetation Growth			N/A	M	Trees up to 36 in. dia. In	NA	Monitor	1.31	1.56
10			64	SACE_CESPK_AR01_2009_a_001	AR01	American River Flood Unit No. 01 Ar	USACE Levee Embankment Erosion/ Bank Caving			N/A	M	Erosion rilling of LS slope.	NA	Monitor	1.58	
11			65	SACE_CESPK_AR01_2009_a_001	AR01	American River Flood Unit No. 01 Ar	USACE Levee Embankment Encroachments			N/A	A	Roadway extending to LS	NA	Monitor	1.58	

Note: A new window will pop up. This will be the **LMA Encroachment Referral Form (LERF)**. See next page.

## LMA Encroachment Referral Form (LERF)

**(1)**

**LMA Encroachment Referral Form**

Inspection Date: 06/17/2013 Completed by: USACE Rating: Minimally Acceptable ☒ USACE Inspection USACE\_CESPK\_AR01\_2009\_a\_0004 If checked, include PI Impact ID

1a. Levee Info | 1b. Location/Items Details | 1c. Documentation

District/Area Name: American River Flood Control District - NA0001 Unit (River): Unit No. 01 Arcade Creek

Levee Side: Levee Part: Encroachment Type:

Category Type: USACE Levee Embankments Item Type: Encroachments

**(2)**

2. Land Owner Information | 3. Encroachment Owner Information

Company: First Name: Last Name: Phone: Address: City: County:

4. LMA Field Investigation: please attach any photographs taken during the site visit Explanation: Attach/View Photo

5. Please attach any correspondence with the owner Explanation: Attach/View PDF Has LMA contacted the owner? ☐ Yes ☐ No

**(3)**

6. Please attach any action plans submitted by the owner for compliance Explanation: Attach/View PDF Encroachment Owner Compliance? ☐ Yes ☐ No

7. CVTFB Staff Comments: for CVTFB Office use only Explanation: 07/01/2013 Activity: Closed by M. Wright. Comments: 07/05/2013 Activity: Yellow-rated in PI Rpt Comments:

Select a Rating: ☐ Unacceptable Red (UR\*) ☐ Unacceptable Yellow(UY\*)

Submit Referral Cancel

Note: We will divide the LERF into **three** sections.

## To Update Section (1) of LERF

**LMA Encroachment Referral Form**

Inspection Date: 06/17/2018  
 Completed by: [Blank]  
 USACE Rating: Minimally Acceptable  
 USACE Inspection: ☒ USACE Inspection USACE\_CESPK\_AR01\_2009\_a\_0004  
 If checked, include PI inspect ID

1a. Levee Info | 1b. Location/Item Details | 1c. Documentation

District/Area Name: (1b) River Flood Control District - NA0001  
 Unit (River): Unit No. 01 Arcade Creek

Levee Side: (1c)  
 Levee Part: (1d)  
 Encroachment Type: (1e)

Category Type: USACE Levee Embankments  
 Item Type: Encroachments

Note: Items in **green** boxes cannot be edited. If you need to update this information, please contact CVFPB staff.

**Enter** your *First* and *Last* name → (1a)

**Click** the tab you wish to update. → (1b)

**Note:** The tab is currently selected to *1a. Levee Info*. See next page for detailed information on the other tabs.

**Click** the dropdown box for *Levee Side* and **Select** the one that best describes which side of the levee the encroachment is located at. → (1c)

**Click** the dropdown box for *Levee Part* and **Select** the one that best describes which part of the levee the encroachment is located at → (1d)

**Click** the dropdown box for *Encroachment Type* and **Select** the one that best describes the encroachment → (1e)

(1e) 1a. Levee Info | 1b. Location/Item Details | 1c. Documentation

Latitude Start / Latitude End / Longitude Start / Longitude End  
 38.625867 / 38.626702 / -121.44591 / -121.443538

Levee Mile Start / Levee Mile End  
 [Blank] / [Blank]

River Mile Start / River Mile End  
 [Blank] / [Blank]

Item Description:  
 Fence line at varying distances within 15 ft. of LS toe.

USACE Comment:  
 NA

Note: Items in **Green** boxes cannot be edited. If you need to update the information, please contact CVFPB staff.

**Click** on the tab *1b. Location/Item Details* to enter additional Location Information of the encroachment.

**Enter** the *Levee Mile Start* and *End* → (1f)

**Enter** the *River Mile Start* and *End* → (1g)

### To Update Section (1) of LERF...continued

(1h) →

(1i) →

(1j) →

1a. Levee Info			1b. Location/Items Details			1c. Documentation		
Associated Permits								
Documented in:								
O&M			As Builts			Levee Log		

**Click** on the tab *1c. Documentation* to enter information on documents pertaining to the encroachment. → (1h)

**Enter** a Permit No. in each of the boxes under *Associated Permits* the encroachment may be associated with. → (1i)

**Enter** the document title for *O&M*, *As Builts*, and *Levee Log* that have information about the encroachment. → (1j)

## To Update Section (2) of LERF

The screenshot shows a web form with two tabs: '2. Land Owner Information' (selected) and '3. Encroachment Owner Information'. The '2. Land Owner Information' tab contains the following fields:

- Company: (2a)
- First Name: (2b)
- Last Name: (2b)
- Phone: (2d)
- Address: (2c)
- City: (2c)
- County: (2c)

Note: The current tab selected is 2. *Land Owner Information*.

**Enter** the name of the company, association, district, etc. that the encroachment belongs to. → (2a)

**Enter** the *First* and *Last* name of the Land Owner → (2b)

**Enter** the *Address*, *City*, and *County* the Land Owner resides at. → (2c)

**Enter** the *Phone No.* of the Land Owner. → (2d)

The screenshot shows the '3. Encroachment Owner Information' tab selected. The '2. Land Owner Information' tab is now greyed out. The '3. Encroachment Owner Information' tab contains the following fields:

- (2e) ☐ Same as Land Owner
- Company:
- First Name:
- Last Name:
- Phone: ( ) - -
- Address:
- City:
- County:

Note: The current tab selected is now 3. *Encroachment Owner Information*.

If the Encroachment Owner is the Land Owner, **Select** the box next to *Same as Land Owner* → (2e)

Information you entered in the previous tab will appear in the appropriate boxes. If the Encroachment Owner is not the Land Owner, then leave the box unchecked and enter all the required information.

## To Update Section (3) of LERF

The screenshot shows a web-based form for updating Section (3) of LERF. It is divided into four main sections:

- Section 4:** "LMA Field Investigation: please attach any photographs taken during the site visit". It includes an "Explanation:" text area and an "Attach/View Photo" button. A red arrow points from label (3a) to this section.
- Section 5:** "Please attach any correspondence with the owner". It includes an "Explanation:" text area and an "Attach/View PDF" button. A red arrow points from label (3a) to this section.
- Section 6:** "Please attach any action plans submitted by the owner for compliance". It includes an "Explanation:" text area and an "Attach/View PDF" button. A red arrow points from label (3a) to this section.
- Section 7:** "CVFPB Staff Comments: for CVFPB Office use only". It includes an "Explanation:" text area with pre-filled text: "07/01/2013", "Activity: Closed by M. Wright.", and "Comments:". A green box highlights this entire section.

Below the sections are two checkboxes: "Encroachment Owner Compliance?" with "Yes" and "No" options. A red label (3b) is placed near the "Has LMA contacted the owner?" checkboxes, and a red label (3c) is placed near the "Encroachment Owner Compliance?" checkboxes. At the bottom right is a "Submit Referral" button with a red label (3d) and a "Cancel" button. At the bottom left is a "Select a Rating" section with "Unacceptable Red (UR\*)" and "Unacceptable Yellow (UY\*)" options.

Note: Item 7 is reserved for CVFPB staff only, and cannot be edited.

**Enter** information in the boxes for Items 4, 5, and 6. → (3a)

**Select** *Yes* if you have contacted the owner. → (3b)

**Select** *Yes* if the Owner has addressed the unauthorized or non-compliant encroachment. → (3c)

To **Attach/View Photo or PDF**, please refer to Page 49 of this manual, **To Add Photos and Documents to a Non-Encroachment and Encroachment Entries.**

You are given the choice to select the Rating of the encroachment based on the USACE's Periodic Inspection Report for your Levee System. Please refer to Appendix C of that Report to determine what the Color Rating is.

**Click** *Submit Referral* when you are finished. A window will pop up confirming the record has been saved. **Click** *OK*.

This will bring you back to the main page. → (3d)



## To Print Reports

Click *Summary* on the main page. A new window will pop up. → (1a)

The screenshot shows the 'Local Maintaining Agency Web Application' interface. The main window displays 'USACE Periodic Inspection Data' with filters for 'Local Maintaining Agency (Maintained Area) / LMA Unit Name (segment)' and 'Query By Start / End Date'. A 'Report Options' dialog box is open, showing two sections: 'Encroachments Periodic Inspection Issues' and 'Non-Encroachments Periodic Inspection Issues'. Each section has three radio button options: 'Completed Encroachment Issues', 'All Encroachment Issues', and 'Completed Non-Encroachment Issues'. Red arrows point to the 'Completed' options in both sections, labeled (1b). The background interface includes a 'Search by USACE PI ID' field, a 'Refresh Report' button, and a table of inspection data with columns for 'USACE Remarks', 'Inspection Action', 'Status', and 'LM...'. The table contains several rows of data, including 'No sod cover along', 'Several rodent holes', 'Fence line at varying', 'Numerous large tree', 'No sod cover for api', 'Power pole located', and 'Fence line at varying'.

You are given several options on what to include in the Summary Report. **Select** the appropriate choice. → (1b)

The next page shows an example of the Summary Report for *Completed Encroachment Issues*.

## Example of Summary Report

(1a)

Periodic Inspection Encroachments Report			
Reported by: Martin Janolo	Segment ID: AR01	Status: Monitor	Rating: M 06/17/2013
<b>American River Flood Control District</b>			
<u>American River Flood Control District</u>	<u>Unit No. 01 Arcade Creek</u>	<u>NA0001</u>	
USACE_CESPK_AR01_2009_a_0004	CDEC Key: 561	PI Key: 57	
Category Type: USACE Levee Embankments	Item Type: Encroachments		
Latitude Start/End: 38.625667 38.626702	Levee Mile Start/End: 1.31 1.46		
Longitude Start/End: -121.44591 -121.443538	River Mile Start/End: 1.31 1.46		
Levee Side: Land Side Levee Part: Slope	Encroachment Type: Stainway		
Item Description: Fence line at varying distances within 15 ft. of LS toe.	USACE Comment: NA		
<b>Documentation</b>			
Associated Permits: n/a:null:null			
Documented in O&M: n/a	Documented in As Builts: n/a	Documented in Levee Log: n/a	
<b>Land Owner Information:</b>			
Company:	First/Last Name: John Doe		
Address: 0987 Nowhere Road	City: Unknown		
County: Sacramento	Phone: (123) 456-7890		
<b>Encroachment Owner Information:</b>			
Company:	First/Last Name: null null		
Address:	City:		
County:	Phone: ( ) - - - -		
<b>5. LMA Investigation:</b>			
Stairs are not permitted. They are not flushed to the ground. Materials consist of wood, sand and decomposed granite.			
<b>6. Has LMA contacted the owner ?</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>			
CVFPB staff contacted property owner via phone call. Staff was notified to contact current tenant to remove the encroachment.			
<b>7. Encroachment Owner Compliance ?</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>			
Staff met with resident and agreed to remove stainway.			
<b>Photos for Part 5:</b>			


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Click on the Arrows to scroll to the previous or next page. → (1a)


## Example of Summary Report...continued

Reported by: Martin Janolo   Segment ID: AR01   Status: Monitor   Rating: M   06/17/2013


**Photos for Part 5:**



4/12/14 11:24 AM  
On levee crown facing landside.



4/12/14 11:24 AM  
on levee crown on top of stairway facing



4/12/14 11:24 AM  
on landside crown hinge facing levee

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## **5. Additional Information**

### **O&M manuals**

*O&M manual* is contained in *LMA Annual Report* menu.

### **Levee Mile/Inspection Report**

*Levee Mile Report* is contained in *LMA Annual Report* menu.

### **LMA Aerial and Plate Maps**

*Map Information* is contained in *LMA Annual Report* menu.

## Frequently Asked Questions

1. How can I add a new contact?  
[Add new contact](#) (page 5)
2. How can I delete a contact?  
[Delete a contact](#) (page 5)
3. How can I update an existing contact?  
[Update an existing contact](#) (page 5)
4. How can I update a submitted report?  
Restart the application and see if that will update the submitted report in the LMA Web Application.
5. Who/where should I call if I have some problems in filling the forms?  
Send email to [DFM\\_LMAA@water.ca.gov](mailto:DFM_LMAA@water.ca.gov) or call 916-574-2362
6. I am having difficulty logging in. Who do I contact?  
Send email to [DFM\\_LMAA@water.ca.gov](mailto:DFM_LMAA@water.ca.gov)
7. How can I install JAVA?  
<http://www.java.com/>
8. I see other menus (UCIP, Delta, and Administration). Do I need to use these menus for LMAAR?  
While reporting for LMAAR, these menus are not used. However, we are incorporating these menus to serve different programs.
9. I do not know the exact location of the issue but I can roughly describe the problem location. How should I report the location?  
Provide the description of the location as best as you can. If additional information is needed, DWR staff will contact you.
10. Where can I get further clarification for Part 1 thru Part 5?  
[http://cdec.water.ca.gov/cgi-progs/products/lma\\_explanation.pdf](http://cdec.water.ca.gov/cgi-progs/products/lma_explanation.pdf)
11. Is there a sample reporting example?  
[http://cdec.water.ca.gov/Reporting\\_Examples.html](http://cdec.water.ca.gov/Reporting_Examples.html)